



TOWN OF HANOVER ANNUAL REPORT

For Fiscal Year Ending June 30, 2012

"1894 – Elm Street Bridge"

Photograph courtesy of Maura Longueil

ONE HUNDRED
AND
SIXTIETH
ANNUAL REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF HANOVER

www.hanover-ma.gov



FOR FISCAL YEAR ENDING JUNE 30, 2012

In Memoriam

Thomas A. Boucher

1966 - 2011

Fire Department

Arthur M. Capaccioli

1931 – 2012

Building Inspector

John E. (Jack) Hoadley

1943 - 2012

Call Firefighter

Department of Public Works

Margaret H. Mahoney

1918 - 2012

School Department

Helen T. McLin

1924 – 2012

John Curtis Public Library

Judith (Henley) Paulin

1939 – 2012

Assistant Town Treasurer

Lois M. (Gustafson) VanDoren

1921 - 2011

School Department

Stetson House

Arthur C. West, Jr.

1928 - 2011

Advisory Committee

Sealer of Weights & Measures

TOWN OF HANOVER

PLYMOUTH COUNTY, MASSACHUSETTS

As of January 1, 2012

REPRESENTATIVE IN CONGRESS

Tenth Congressional District

William R. Keating, Quincy

COUNCILLOR

Fourth District

Christopher A. Iannella, Jr., Boston

STATE SENATOR

Thomas P. Kennedy, Brockton

STATE REPRESENTATIVE

Fifth Plymouth District

Rhonda L. Nyman, Hanover

COUNTY COMMISSIONERS

Anthony O'Brien, Marshfield

John P. Riordan Jr., Marshfield

Sandra M. Wright, Bridgewater

Population

Federal Census - 13,879 (as of 2010)

Town Census - 14,157 (as of January 3, 2012)

ELECTED TOWN OFFICERS

As of January 1, 2012

BOARD OF SELECTMEN

Susan M. Setterland, Chairman	2014
Joseph P. O'Brien, Vice-Chairman	2012
John S. Barry	2014
Daniel A. Pallotta	2012
Joseph R. Salvucci	2013

BOARD OF ASSESSORS

Paul J. Barresi, Chairman	2013
Thomas G. Kokoliadis	2012
Nancy C. Lyons	2014

BOARD OF HEALTH

John D. Dougherty, Chairman	2014
Walter Moran	2012
Lynn A. White	2013

BOARD OF PUBLIC WORKS

John L. Benevides, Chairman	2012
Louis N. Avitabile	2014
Edward P. Ryan	2013

HOUSING AUTHORITY

Thomas M. Burke, Chairman	2012
Diane Campbell	2014
Caitlin M. Cavanagh	2013
Joseph P. Lynch	2015
Stephen J. Carroll (State Appointee)	2013

MODERATOR

Doug Thomson	2012
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PLANNING BOARD

Richard V. Deluca, Chairman	2015
Kenneth Blanchard	2016
Anthony D. Losordo, Jr.	2012
Louis Paradis	2013
Jeffrey M. Puleo	2014

Appointed Members

(Appointed by Selectmen on the recommendation of the Planning Board))

Bernie R. Campbell, Associate Member	2012
Meaghan Neville Dunne, Associate Member	2012

SCHOOL COMMITTEE

Lester R. Hayward, Jr., Chairman	2012
Kevin W. Bradley	2014
Michael Cianciola	2012
Elizabeth R. Corbo	2014
Stephanie JL Gertz	2013

TOWN CLERK

Robert C. Shea	2013
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TRUSTEES OF PUBLIC LIBRARY

Joan R. Thomas, Chairman	2012
Lawrence W. Bandoni	2013
Elaine J. Shea	2014

OFFICERS APPOINTED BY BOARD OF SELECTMEN
As of January 1, 2012

AFFIRMATIVE ACTION COMMITTEE

Jeffrey R. Blanchard, (Deputy Fire Chief)	2012
Stephen S. Rollins, (Town Manager)	2012
Gregory Nihan (Lieutenant)	2012

AFFORDABLE HOUSING TRUST

John S. Barry (Selectman)	2013
Alexa Lewis (Citizen at Large)	2012
Kirsten Zwicker Young (Citizen at Large)	2012
Thomas M. Burke (Housing Auth.)	2013
Stephen J. Carroll (Housing Auth.)	2012
Vacant (Citizen at Large)	
Vacant (CPC)	

BOARD OF APPEALS

Matthew W. Perkins, Chairman	2013
David R. Delaney, Vice-Chairman	2014
Linda Martin-Dyer,	2012
Daniel Ahearn, Associ. Member	2013
David B. Connolly, Assoc. Member	2014
Vacant, Assoc. Member	

**BOARD OF OVERSEERS OF
THE STETSON HOUSE**

Richard T. Flanagan, Chairman	2012
Roger A. Leslie, Sr.	2013
Donald E. Morrison	2014

BOARD OF REGISTRARS OF VOTERS

Nancy J. Goldthwait, Chairman	2013
Pamela D. Ferguson	2014
Carmine J. Salines	2012
Maureen E. Vierra	2012
Robert C. Shea, Town Clerk	2013

**BOARD OF
TRUST FUND COMMISSIONERS**

Jeffrey Oliveira, Chairman	2013
Joan Norris	2013
James VanArsdale	2012

**COMMUNITY ACCESS & MEDIA
COMMITTEE**

Leslie J. Molyneaux, Chairman	2012
Brian C. Durkin	2012
Elizabeth A. Driscoll	2012
Richard W. Kelly	2012
James Housley	2012

CONSERVATION COMMISSION

Gary W. Young, Chairman	2012
Neal Merritt	2014
Lisa Satterwhite	2013
William Woodward	2012
Louis Paradis	2012

Appointed Members

*(Appointed by Selectmen on the
recommendation of the Conservation Commission))*

Vacant, Associate Member
 Vacant, Associate Member

COUNCIL ON AGING

Donald F. Buckley, Chairman	2012
Richard Farwell, Vice-Chairman	2012
James E. Gallant	2012
Eleanor M. Kimball	2012
Elmont Mickunas	2012
Joan Picard	2012
Claire M. Flynn	2012

CULTURAL COUNCIL

Katie Duff, Chairman	2014
Diane Campbell	2014
Karen Cass	2012
Ellen Fitzpatrick	2012
Wallace M. Kemp	2014
Linda McCarthy	2013

DESIGN REVIEW BOARD

William J. Dooley, Co-Chairman	2012
Bruce A. Nordstrom, Co-Chairman	2012
Ronald DePesa	2012
Steven C. Habeeb	2012
Joahanne E. Morrison	2012

ENERGY ADVISORY COMMITTEE

Linda Kakulski, Chairman	2012
Donald Hirsch	2012
Christopher R. Lowd	2012
Nathan Murphy	2012
Todd Wakefield	2012
Michael McGahan	2012

FAIR HOUSING COMMISSION

Mary S. Deame	2012
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**HACKETT'S POND DAM
STUDY COMMITTEE**

Roger A. Leslie, Chairman
Anthony G. Manna
David R. Vanduyn
Derek Schipper
Margaret Pacella

HISTORICAL COMMISSION

Carol A. Franzosa	2011
Katie Duff	2013
John S. Goldthwait	2012
Peter K. Johnson	2011
Charles H. Minott	2013

MBTA ADVISORY BOARD

Gerald B. Lewis	2012
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PUBLIC CONSTABLES

Robert S. Barlow, Marshfield	2012
Stephen M. Cook, Sagamore	2012
Kevin J. Dalton, Braintree	2012
Michael C. Moore, So. Weymouth	2014

**REPRESENTATIVES TO METROPOLITAN
AREA PLANNING COUNCIL**

Vacant	2012
Vacant, Alternate	2012

**REPRESENTATIVES TO
NORTH RIVER COMMISSION**

Daniel C. Jones	2013
John O'Leary, Alternate	2013

**REPRESENTATIVES TO OLD COLONY
ELDERLY SERVICES**

Bora M. Pervane	2012
Vacant, Alternate	

**REPRESENTATIVES TO OLD COLONY
PLANNING COUNCIL AREA AGENCY ON
AGING ADVISORY COMMITTEE**

Bora M. Pervane	2012
Nancy Mickunas, Alternate	2012

**REPRESENTATIVE TO
SOUTH SHORE REGIONAL SCHOOL
DISTRICT COMMITTEE**

Robert Heywood	2012
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**ROUTE 53 CORRIDOR
JOINT STUDY COMMITTEE**
(Joint Appointment with Planning Board)

John Connolly, Chairman
Arnold Itz
Debra A. McGlame
Dennis Toner
Jeffrey Blanchard (Fire Chief),
John L. Benevides (Board of Public Works)
Richard V. DeLuca (Planning Board)
Anthony D. Losordo, Jr. (Planning Board)
John S. Barry (Selectman)

**SELECTMEN'S REPRESENTATIVE TO
SOUTH SHORE COALITION**

Joseph P. O'Brien (Selectman) 2012

**SOUTH SHORE RECYCLING
COOPERATIVE**

Victor Diniak (DPW) 2012
Steven D. Herrmann (DPW) 2012

TAXATION AID COMMITTEE

Nancy C. Lyons 2012
Joan T. Port-Farwell 2012
Joan R. Thomas 2012

TOWN COUNSEL

James A. Toomey, Esq.

TOWN MANAGER

Stephen S. Rollins

TOWN MANAGER SEARCH COMMITTEE

Joseph R. Salvucci (Selectman), Chairman
Christine M. Ashburn
John S. Barry (Selectman)
William F. Cass
David C. Greene, Sr.

APPOINTMENTS BY TOWN MANAGER

(Subject to approval by Board of Selectmen)

As of January 1, 2012

**DIRECTOR OF COMMUNITY SERVICES;
DIRECTOR OF MUNICIPAL INSPECTIONS**

Anthony L. Marino

DIRECTOR OF PUBLIC WORKS

Victor Diniak

**DIRECTOR OF MUNICIPAL FINANCE;
TOWN ACCOUNTANT**

Jennifer Petit

FIRE CHIEF

Jeffrey R. Blanchard

POLICE CHIEF

Walter L. Sweeney, Jr.

**ANIMAL CONTROL & DOG OFFICER;
INSPECTOR OF ANIMALS**

Brian J. Golemme

**BUILDING COMMISSIONER; ZONING,
SIGN & CODE ENFORCEMENT
OFFICER**

Anthony L. Marino

CONSERVATION AGENT

Patrick Gallivan

E-911 COORDINATOR

Kevin R. Short

**EMERGENCY COMMUNICATIONS
CENTER COMMITTEE**

Jeffrey R. Blanchard (Fire Chief)	
Gregory Nihan (Lieutenant)	2012
David A. Duff	2012

**ELDERLY SERVICES DIRECTOR;
COORDINATOR OF ENERGY**

Robyn Mitton

HEALTH AGENT

Anthony L. Marino

PERSONNEL ADMINISTRATOR

Wanda Barron

RECREATION ADMINISTRATOR

Lauren Devine

TOWN COLLECTOR/ TREASURER

Darlene L. Sullivan

TOWN PLANNER

Vacant

EMERGENCY MANAGEMENT AGENCY

Chief Jeffrey R. Blanchard, Director	2012
Deputy Chief Barbara Stone, Deputy Director	2012
Kenneth Blanchard, Communications Officer	2012
James Browning, Public Information Officer	2012
Michael Assad, Field Operations Officer	2012
Michael Barry, Safety/Liaison Officer	2012
Joan T. Port-Farwell, Emergency Shelter Officer	2012
Richard Farwell, Emergency Shelter Officer	2012

FOREST FIRE WARDENS

Chief Jeffrey R. Blanchard
Deputy Chief Barbara Stone

TOWN CONSTABLES

Thomas F. Hayes	2012
Paul Newcomb	2012
Howard Rollins (Sergeant)	2012

**VETERANS' SERVICE OFFICER;
VETERANS' BURIAL AGENT AND
VETERANS' GRAVES OFFICER**

Michael Thorpe	2012
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APPOINTMENTS BY THE MODERATOR
As of January 1, 2012

ADVISORY COMMITTEE

*(Appointed by Moderator with approval
of majority of Selectmen)*

Brian E. Barthelmes, Chairman	2012
David C. Bond	2014
Florence W. Grady	2014
Helen F. Graves	2012
Joan Young	2013
John O'Leary	2014
Gerard O'Hearn	2013
Vacant	2012
Vacant	2012

BYLAW REVIEW COMMITTEE

Barbara Y. Itz, Chairman	2013
Kathy C. Gilroy	2012
Mary Lou Stewart	2013
Stephen Tucker	2013
Vacant	

CAPITAL IMPROVEMENT COMMITTEE

*(Appointed by Moderator with approval
of majority of Selectmen)*

Donald W. Moores, Chairman	2012
Michael P. McGahan	2014
Kevin P. Segalla	2015
Vacant	2013
Vacant	

**COMMUNITY PRESERVATION
COMMITTEE**

Diane Campbell, (Hsg. Auth.), Chairman	2014
William B. Scarpelli, Citizen-at-large	2013
Michael Holland, Citizen-at-large	2014
Jonathan Chu, Citizen-at-large	2012
John S. Goldthwait (Historical Comm.)	2012
Wallace M. Kemp (Open Space Comm.)	2012
Jeffrey M. Puleo (Planning Board)	2014
Gary W. Young (Conserv. Comm.)	2013
Harry Dunn (Parks & Rec. Comm.)	2013

**FIRE STATION BUILDING &
RECONSTRUCTION COMMITTEE**

Daniel F. Ahern
Mark Basiliere
Donna Buckley
Donald E. Morrison
Joseph R. Salvucci (Selectman)

**OPEN SPACE & RECREATION
PLANNING COMMITTEE**

*(Appointed by Moderator with approval
of majority of Selectmen)*

Mary E. Dunn, Co-Chairman	2013
Harold D. Thomas, Co-Chairman	2012
Peter Crimmons	2014
Judy Grecco	2014
Wallace M. Kemp	2012
Jocelyn Keegan	2013

PARKS & RECREATION COMMITTEE

*(Appointed by Moderator with approval
of majority of Selectmen)*

April Manupelli, Chairman	2012
Kristen Bishop	2014
Chris Brown	2012
Harry Dunn	2013
Catherine Harder-Bernier	2014
Amy Perkins	2013
Michael Tivnan	2014

SIGN BYLAW COMMITTEE

Scott Armstrong
Stephen Avitabile
Virginia Gilmartin
David Knight
Maryanne Hutchinson

REPORT OF THE BOARD OF SELECTMEN

For Fiscal Year July 1, 2001 – June 30, 2012

The Board of Selectmen would like to acknowledge and thank the residents of the Town that volunteer their time to the various Boards and Committees. The Board appreciates the time you donate, and values the knowledge and expertise that you contribute to our community.

The Board of Selectmen supported the Massachusetts Department of Transportation proposal regarding Project 602602, Rt. 53 from Rt. 3 north to Rt. 123, for the in-house completion of the final design by the District Projects Section. The Board looks forward to working with the District and the Boston Region MPO to secure funding to complete construction on this final section of the Route 53 project. The Route 53 Bridge work should be 95% completed by June 2012 and fully operational by the Fall of 2012.

The Board met with State Agencies including the Department of Environmental Protection (DEP) throughout the year regarding the contamination at the National Fireworks Site which is located between King and Winter Streets in the southwest corner of Hanover. The site is not considered a Superfund Site but is considered a high priority by DEP. The Board will continue to work with the State Agencies towards a long-term solution.

During fiscal year 2011-2012, the Town received a Grant Award for electric car charging stations, four stations have been installed throughout the Town at the following locations; the Hanover Mall, the Police Station, the John B. Curtis Library and at the South Shore Regional School. Other Grants awarded were to Emergency Management in the amount of \$4,000; and the Department of Public Works was awarded a Grant in the amount of \$46,000 for Centralized Facility and Infrastructure Asset Maintenance from the Community Innovation Challenge Grant Program.

During the month of August, 2011 many residents of the Town were impacted by power outages from the tropical storm known as Hurricane Irene. Although a State of Emergency was issued; National Grid failed to follow the Emergency Response Plan. As a result of the financial impact to the Town, the Town received a reimbursement of \$58,000.

In November, Board members attended the Memorial Garden dedication ceremony, located at the rear of Town Hall, Tyler Cheo took on this task as his Eagle Scout project, the Garden was dedicated in the memory of Joan Cruise, former Assistant Tax Collector and Patrick Donovan, former Town Planner both are former employees who died while being employed by the Town.

The Board of Selectmen in conjunction with the Board of Assessors held a Public Hearing regarding the taxing of real and personal property according to its classification or use. The Board voted to not adopt small business exemption, voted to not adopt residential exemption; voted to not discount open space; and voted a selected residential factor of 4% be adopted for the FY'12 Tax Rate computation as presented by the Board of Assessors setting the tax rate at \$15.00 for residential, per thousand, and \$15.74 for commercial and industrial per thousand.

Through a joint effort between the Town and the School Department a Centralized Maintenance Department has been implemented and became effective January 1st.

The Board of Selectman continues to monitor the progress on the new High School. The grand opening is scheduled for September 2012.

The Board of Selectmen, seeking a replacement for the retiring Town Manager, sent out a Request for Proposals to receive a list of services offered by interested agencies for recruiting. The Board chose the Edward J. Collins Jr. Center for Public Management to coordinate the search. The Board then created a Screening Committee which included two Selectmen and three residents. The Screening Committee received 50 applications and conducted ten interviews; of the ten candidates interviewed the Committee narrowed down the pool of candidates to three. After conducting interviews and completing a successful background check the Board offered the position to Troy B.G. Clarkson who assumed the duties of Town Manager in April, 2012.

Soon after the Town Manager assumed his duties, the Board conducted a goal strategizing session for the upcoming fiscal year and tasked the Town Manager with improving communication, improving business environment, revitalizing Route 53, realize tangible progress on the Fireworks Site, strengthen and sustain partnership with the Hanover Mall, strengthen business and community identity, strengthen relationships, and maintain curb appeal.

During the year, the Board developed and implemented policies on Budget & Financial Management and 24 Hour Business Operations.

The Board supported Article 1 on the 2012 Special Town Meeting Warrant which appropriated \$10,000 for a professional fireworks display for Hanover Day celebration. The Article was successful and the residents of the Town were able to enjoy an extended celebration with nighttime activities which included food vendors, an antique car show, bands and a fireworks display.

Article 2 on the Special Town Meeting Warrant was successful. The Article supported establishing a Committee and hiring an independent consultant to conduct an operational management school audit to evaluate and identify inefficiencies in school operations and finances.

Article 38 on the 2012 Annual Town Meeting Warrant was accepted and established a revolving fund to defray the expenses for local transportation. The Board then requested to become a member community of the Greater Attleboro-Taunton Regional Transit Authority (GATRA) which will provide local transportation for those in need.

The Board of Selectmen supported a number of successful Articles on the 2012 Annual Town Meeting Warrant including Article 32 which deletes the Capital Improvement Committee Bylaw, Article 34 names the Town Hall Memorial Garden, Article 35 adds a Bylaw which allows the Town Manager to speak at Town Meeting, Article 37 allows the Town to implement a local meals excise tax, Article 41 authorizes the Town to enter into agreement(s) relative to leasing, lease/purchase, purchase or receive in gift, land for the use of or ownership of the old railroad

section in West Hanover, and Article 50 which implements a \$40.00 application fee for one-day liquor licenses.

The Town continues the Chapter 40B application process for the Woodland Village and Webster Village projects.

The Board of Selectmen, with sincere regret, accepted the resignations of Carmine Salines from the Board of Registrars after serving our community for twenty-one years. Noreen Bruce, Administrative Assistant in the Assessor's Office retired after 17 years of service. The Board welcomed Robert Cole as the Assistant Appraiser.

The Board extends sincere gratitude to Joseph O'Brien for his service to the Town. Joe served on the School Committee, the Town Manager Study Committee and the Board of Selectmen. The Town of Hanover has benefited from having a person of Joe's caliber step forward to enhance our community.

On behalf of the Town of Hanover, the Board of Selectmen would like to thank Daniel Pallotta who has freely given his time and expertise to the Town over the last eighteen years. Dan served on the Planning Board, Sidewalk Study Committee, as Town Moderator, School Building Committee, Board of Appeals, as Eligible Applicant for the construction of the new High School and as a member of the Board of Selectmen for six years. Dan's insight, support and dedication have contributed to Hanover growing into the respected community it is today.

The Board of Selectmen said farewell to Stephen S. Rollins, Town Manager/Town Administrator after 24 years of dedicated service to the Town. The Board extends their sincere best wishes for good health and happiness to Steve in his well-deserved retirement.

Respectfully submitted,

John S. Barry, Chairman
Joseph R. Salvucci, Vice Chairman
Susan M. Setterland
Harold L. Dunn
Gary W. Young

Report of the Town Manager

For Fiscal Year July 1, 2011 - June 30, 2012

We have agreed to submit this Town Manager Town Report jointly. In doing so, we are representing our shared desire to give the Town a quality transition during this Fiscal Year 2012 of changing Managers in the Town. From our viewpoint, no momentum was lost nor issues dropped and we accomplished the goal of a quality transition. The actual transition to the new Town Manager took place on April 23, 2012.

During the year a number of significant issues were concluded and new initiatives begun.

Per Town Meeting vote, the consolidation of School and Town maintenance of buildings was undertaken for an effective date of July 1, 2012. This major undertaking was successfully implemented on all fronts. Budgets were revised, accounts were changed, and negotiations with various unions were successfully concluded. In fact, with the Union and School Department's agreement, the exterior maintenance transition to the DPW took place ahead of time and was effectively in place January 1, 2012. All in all, this change involved the cooperation of many diverse groups and individuals and we believe this change will benefit the Town for many years to come.

The Fireworks Site once again emerged onto center stage as the slow clean-up of the site continues. This next stage of clean up, called Phase Three, is being developed as the final resolution of all prior unresolved issues. Following the Selectmen's deeply held belief that this clean-up will be done more quickly and more sensitively to the Town's needs by the state, we continue to diligently pursue that option.

Four important contracts were reviewed that are now the responsibility of the Manager. The resulting actions were reported to the Board of Selectmen and follow below.

1. For a number of years the Town and the Hanover Mall have had a unique police safety contract whereby the Mall pays the Town for a certain number hours of police officers. Under the direction of the Police Chief, the agreement allows the Mall to have 59 hours of police work provided each week for an annual reimbursement of \$120,000 by the Mall to the Town. These officers are assigned and dedicated to the Mall premises with the full visibility of a cruiser and the immediate right of arrest. This agreement has benefited both parties and was renewed with the new Agreement taking us through 2014.
2. We have an agreement to provide a full range of municipal services to the Hanover Affordable Housing Trust. These services are under the direction of the Director of Community Services for 60 hours of staff time and fulfill financial and audit requirements for an annual \$10,000 reimbursement paid by the Trust to the Town yearly. The Trust pays Town Counsel directly for that service. This was first approved by the Hanover Affordable Housing Trust on May 25th 2011 and is being renewed annually.
3. In an agreement with the Hanover Visiting Nurses Association, the Town provides office space with no monetary exchange. This service to the Town by the VNA is widely

recognized for its beneficial outreach and is staffed by Town employees totaling 73 hours a week with a budget of \$96,000. The Agreement runs for ten years.

4. The Boys Club Lease is for the use of the former DPW garage behind Town Hall. It is a simple \$1.00 a year lease with a rollover contract that renews itself every year.

A decade's long partnership with the State came to an end this year with the State accepting responsibility for future design work on Route 53 that is not paid for by a developer. This was a huge policy change for the State and fills a long held desire of the Town to not be responsible for the engineering costs of this major State Highway.

On November 2, 2011 a dedication ceremony was held at the rear of Town Hall. Eagle Scout Tyler Cheo chose to construct a Memorial Garden with an engraved stone bench, various plantings, and a marble walkway, as an Eagle Scout project to memorialize the passing of two Town Hall employees who died suddenly in 2004 while in service to the Town. The two employees remembered were Joan L. Cruise and Patrick J Donovan. Their names can be seen engraved into the bench.

As an offshoot of the Green Communities activity, we initiated a tri-party agreement with the Hanover Mall and NStar and installed, with grant funding, two Electric Vehicle Charging Stations. These were installed in the Hanover Mall parking lot. We are pleased to support energy saving projects in their many and varied forms.

In a rare sale of Town owned land, two properties were auctioned off at Town Hall on October 12, 2011. This endeavor was approved by the 2011 Annual Town Meeting. These two properties had limited value and were sold to neighbors. The two properties sold were Map 56 Lot 17 (Hanover Street) in the amount of \$7,500 and Map 43 Lot 60 (off Circuit Street) in the amount of \$3,000.

On November 15, 2011 there was a Hearing on Senate Bill # 1039 which is Special Legislation Hanover submitted that would allow Hanover to classify 66 units at Cardinal Cushing into our housing inventory. This is an important distinction as it would raise our housing count above the minimum to exempt Hanover from the State law known as 40B. This is the law that allows dense housing to be developed without being subject to the normal local planning restrictions. Hanover continues to strive to reach this goal in ways that are compatible with the resources that the Town has to support population increases.

On January 30, 2012 the second annual Town Manager Budget Presentation was made under the new Town Manager system. A Fiscal Year 2013 balanced budget was delineated and proposed for review by the Advisory Committee and eventual approval by the Town Meeting. The support of the Selectmen, the Advisory Committee, and the Town Meeting is greatly appreciated. This new format is much more in tune with the times and the direction the Town of Hanover government is taking. Hopefully other towns will see the efficiencies and flexibility of this document, and this form of government, and will emulate us.

As approved by Town voters, the roadwork on Mayflower and Longwater and many other roads began in May of 2012. At the Selectmen's request, signage posted noting "Paid for by Tax Dollars" was erected so that our taxpayers would recognize their tax dollars at work.

The Department Heads continue to diligently apply for and receive grants & reimbursements as they become available. Some of these are noted here and illustrate the Town-wide approach to grants even though the paperwork may be centralized in one department. The Fire Department received a reimbursement of \$58,000 relative to Hurricane Irene. The DPW was awarded \$46,000 for Centralized Facility and Infrastructure Asset Maintenance from the Community Innovation Challenge (CIC) grant program. A \$4,000 Grant was awarded to Emergency Management under the Police department.

Final closure came this year on the Town taking ownership of the former Fire Station Six on King Street from the Drinkwater Firefighters. Special thanks go to Town Counsel and the Treasurer/Collector for actively pursuing the signatures to finalize the transfer of the property to the Town. The Parks & Recreation Department is interested in taking over the building because it is located conveniently to the King Street Fields.

A great deal of time was spent on Health Insurance this year. A new statute set the stage for union negotiations and future changes. As part of this process, on January 23, 2012 the Selectmen voted to accept the provisions of sections 21 through 23 of Chapter 32B of the Massachusetts General Laws as provided in section 21(a) of Chapter 32B. Chairman Setterland noted the Board did not vote the second part "To see whether or not the Board will vote to implement and engage in the process to change health insurance benefits under sections 21 through 23 of Chapter 32B of the Massachusetts General Laws." The Board noted discussions were ongoing outside of the parameters of this law. These negotiations were successful and on April 9, 2012 the Selectmen approved the Health Memoranda of Agreements agreed upon with the unions.

The Town Manager now appoints police officers upon the recommendation of the Police Chief. Both the former and the current Town Manager attended the Police Academy graduation of two new Police Officers for Hanover, Officers Andrew Carney and Scott McKenzie, from the Police Academy on April 6, 2011. We are proud to note that both Officers were team leaders for their squads while in the academy.

All five Department Heads (Directors and Chiefs) are to be commended for the excellent work they have done this year. Truly, the Town is fortunate to have their dedicated services.

Finally, we thank Lorraine Burgio and Ann Lee for their stellar efforts in guiding the office, the Board of Selectmen, and the Managers through this all important transition year.

Respectfully submitted,

Stephen S. Rollins, Town Manager
& Effective April 23, 2012
Troy BG Clarkson, Town Manager

**REPORT OF THE HANOVER FIRE DEPARTMENT
And
EMERGENCY MANAGEMENT AGENCY**

I hereby submit the following report to the Board of Selectmen and the citizens of Hanover.

The Hanover Fire Department responded to 2759 incidents between July 1, 2011 and June 30, 2012. This was the busiest year in department history. The breakdown call is as follows:

Total number of Fire Incidents:	1106
Total number of Rescue and/or Emergency Medical Incidents:	1653

A total of \$713,989.00 in ambulance fees and \$18,754.00 in permit fees were collected.

Some notable incidents that occurred during the fiscal year include:

On July 19th, 2011 a suspicious fire occurred in a large unoccupied home that was located more than 800 feet in the woods off of Elm Street. The fire was discovered after residents more than a quarter mile away reported smoke in the area. The house was fully engulfed in flames when firefighters arrived.

On August 28th, 2011 Tropical Storm Irene arrived with strong winds and rain. Firefighters worked alongside police officers and DPW employees during the height of the storm. They responded to 90 emergency calls during the height of the storm. Many utility lines and poles were taken down by falling trees and tree limbs.

An unusually dry spring kept the department busy with brush and woods fires. Seven fires that was greater than ¼ acre in size. Three of these fires occurred on Town owned conservation land: April 1st, 2012 a two-acre fire off of Circuit Street on the Colby-Phillips Property; April 7th, 2012 a five-acre fire on the French's Stream Site located behind the King Street Fields and April 21st a two-acre fire on the Fireworks Site near Factory Pond. In addition, on April 16th, an intense ¼ acre fire caused considerable damage to the exterior of a home on Main Street.

Funding for the purchase of four new cardiac monitors was approved by the 2011 Town Meeting. During Fiscal Year 2012 the department conducted trials of monitors from three industry leaders and chose Zoll Medical Corporation's newest product, the Zoll X-Series. The state-of-the-art monitor/defibrillator, the result of a military initiative to develop a device for use in field and air medical applications, was further refined specifically for use by Emergency Medical Services. Standard features of these defibrillators include defibrillation, cardioversion, pacing, cardiac rhythm monitoring, 12-lead EKG, hands-free monitoring of vital signs, measurement of oxygen and carbon monoxide levels in the blood as well as carbon dioxide levels in expired air.

The Hanover Fire Department took delivery of the new devices from Zoll Medical Corporation in May 2012. EMS staff received extensive training from Zoll technical staff during the month of June. Immediately after training the units were placed into service on the department's three ambulances and its primary response engine.

The 2012 Town Meeting approved the purchase of a new emergency response vehicle. The vehicle will be designed to handle routine calls for emergency service. It will be smaller, use less fuel and cost less than half the price of a traditional fire pumper, will use less fuel and will reduce the amount of money spent on maintaining the larger apparatus.

The department mourned the loss of active duty Firefighter / Paramedic Thomas Boucher who passed away September 24th after a long illness. Tom was an active, dedicated member of the department who worked tirelessly to advance our emergency medical services. He will be missed.

Fire Captain Donald Harrington retired after more than 33 years of service with the department. Captain Harrington served many years as the department mechanic and arson investigator. The department extends its gratitude and wishes him the best in his retirement.

The Hanover Emergency Management Agency (HEMA) was active during this fiscal year. A State of Emergency was declared in During Tropical Storm Irene representatives from Emergency Management helped staff the Emergency Operations Center. Emergency response teams were assembled and staged throughout the town. Each team consisted of a fire truck, ambulance, police cruiser, front-end loader and a dump truck. HEMA officers helped monitor the power restoration efforts of National Grid during the days after the storm. HEMA applied for and received \$36,321.67 in Federal reimbursement for protective measures during, and debris clean-up after the storm.

HEMA secured 2 grants for a total of \$6807 and has purchased Personnel Management Software, and a Smart projector for training and operational purposes. The Hanover Emergency Management Agency continues to develop and grow, focusing during the past year on establishing a Community Emergency Response Team (CERT), an emergency shelter and a Local Emergency Planning Committee.

We trained nine (9) volunteer CERT members. These members, along with others to be recruited and trained, will, in the event of a large scale emergency, provide manpower to staff our emergency shelter and distribute critical supplies to the community. Team members have met with Hanover High School staff and have begun the process of planning for the use of the new High School as an emergency shelter.

HEMA has worked with State Emergency Management Officials and have taken the first steps to establish a Local Emergency Planning Committee (LEPC). Through this process, we identified and recruited community partners to serve on the Committee, established an operating structure, and filed an application for LEPC Certification. In the coming year we will begin the work of creating a plan for responding to a hazardous material incident within our community.

We continue to seek grant and other types of funding to support the mission of HEMA.

I want to thank the members of the Hanover Fire Department and Emergency Management Agency volunteers for their continued dedication to serving our citizens, as well as Department Heads, Town Boards and the Citizens of Hanover for their support and cooperation during this past year.

Respectfully submitted,

Jeffrey R. Blanchard
Fire Chief
Emergency Management Director



Field Trip to Luddam's Ford – Photograph courtesy of Mary Ann Johnson

Hanover Fire Department Incident Reporting 7/1/11 – 6/30/12

Fire or Explosion	Total:	62
Building fire		6
Cooking fire, confined to container		14
Chimney or flue fire, confined to chimney or flue		2
Passenger vehicle fire		6
Natural vegetation fire, other		12
Forest, woods or wildland fire		8
Brush, or brush and grass mixture fire		6
Grass fire		2
Outside rubbish fire, other		2
Outside rubbish, trash or waste fire		1
Special outside fire, other		2
Outside equipment fire		1
Overpressure, Rupture, Explosion	Total:	4
Overpressure rupture from steam, other		1
Excessive heat, scorch burns with no ignition		3
Rescue Call & EMS Incident	Total:	1653
Medical assist, assist EMS crew		13
Emergency medical service incident, other		3
EMS call, excluding vehicle accident with injury		1324
Motor vehicle accident with injuries		108
Motor vehicle/pedestrian accident		6
Motor vehicle accident with no injuries		193
Search for person on land		1
Extrication of victim(s) from vehicle		3
Water & ice-related rescue, other		1
Rescue or EMS standby		1
Hazardous Condition, (No Fire)	Total:	291
Hazardous condition, other		93
Combustible/flammable gas/liquid condition, other		2

Gasoline or other flammable liquid spill	6
Gas leak (natural gas or LPG)	20
Oil or other combustible liquid spill	4
Chemical spill or leak	1
Carbon monoxide incident	12
Electrical wiring/equipment problem, other	15
Heat from short circuit (wiring), defective/worn	1
Overheated motor	3
Breakdown of light ballast	2
Power line down	102
Arcing, shorted electrical equipment	20
Biological hazard, confirmed or suspected	3
Building or structure weakened or collapsed	5
Aircraft standby	1
Vehicle accident, general cleanup	1

Service Call	Total:	383
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Service Call, other	17
Person in distress, other	3
Lockout	109
Ring or jewelry removal	8
Water problem, other	1
Water or steam leak	4
Smoke or odor removal	3
Animal problem	3
Animal rescue	4
Public service assistance, other	9
Assist police or other governmental agency	12
Public service	12
Assist invalid	56
Unauthorized burning	47
Cover assignment, standby, move-up	94

Good Intent Call	Total:	128
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Good intent call, other	18
Dispatched & canceled en route	61
Wrong location	1
No incident found on arrival at dispatch address	11
Authorized controlled burning	5
Prescribed fire	1
Steam, other gas mistaken for smoke, other	3
Smoke scare, odor of smoke	21
Steam, vapor, fog or dust thought to be smoke	3
Smoke from barbecue, tar kettle	1
HazMat release investigation w/ no HazMat found	3

False Alarm & False Call	Total:	213
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False alarm or false call, other	22
Central station, malicious false alarm	1
Bomb scare – no bomb	1
System malfunction, other	10
Sprinkler activation due to malfunction	7
Smoke detector activation due to malfunction	12
Heat detector activation due to malfunction	2
Alarm system sounded due to malfunction	16
CO detector activation due to malfunction	13
Unintentional transmission of alarm, other	20
Sprinkler activation, no fire –unintentional	6
Smoke detector activation, no fire-unintentional	49
Detector activation, no fire – unintentional	12
Alarm system activation, no fire – unintentional	29
Carbon monoxide detector activation, no CO	13

Severe Weather & Natural Disaster	Total:	12
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Severe weather or natural disaster, other	1
Wind storm, tornado/hurricane assessment	10
Lightning strike (no fire)	1

Special Incident Type		Total:	13
	Citizen Complaint		13
TOTAL INCIDENTS	7/1/11 – 6/30/12		2759

Hanover Fire Department Inspections 7/1/11 – 6/30/12

<u>Residential:</u>		Total	306
Oil burner & Tanks	66		
Smoke Detector	171		
Propane	37		
Completions - New Homes	29		
Underground Storage Tanks – Removal	3		
<u>Commercial Inspections:</u>		Total	412
Quarterly Inspections	0		
Fire Alarm Installations	25		
Sprinkler Installations	77		
Occupancy Inspections	65		
School Exit Drills	17		
School Drills (Other)	1		
Re-Occupations	6		
Hazard Inspections	15		
Underground storage tanks	15		
Other	191		
TOTAL INSPECTIONS	7/1/11 – 6/30/12		718

REPORT OF THE HANOVER POLICE DEPARTMENT

I hereby submit the following report of the Hanover Police Department from July 1, 2011 to June 30, 2012.

The Hanover Police Department provided residents and businesses with professional and dedicated service during fiscal year 2012. This was achieved with funding from our annual budget appropriation and supplemented by a federal grant. Grant funding has been reduced significantly and in many cases eliminated on both state and federal levels and the competition for the remaining funds is strong. The Hanover Police Department continues to pursue every possible opportunity for grant funding. Once again the Hanover Police Department has been the recipient of several private grants. The Copeland Family Foundation awarded the department a grant to support the DARE program. This funding was essential in order to continue to offer this program to all Hanover Public Schools fifth grade classes. The Wal-Mart Foundation has also funded programs through an annual grant program.

The Mission of the Hanover Police Department is to prevent crime, preserve order, and to protect the rights, lives and property of the citizens of Hanover. We will cultivate partnerships within our community to identify and effectively respond to the diverse, ever-changing social and cultural demands. Together we will accomplish this with emphasis on integrity, fairness and professionalism.

The Hanover Police Department demonstrates its commitment to the community by providing various programs that enhance the quality of life for the citizens of Hanover. Based on the philosophy of community oriented policing, the Hanover Police Department reaches out to the community with initiatives that will be positive and productive. Officers who have expertise in their respective disciplines provide specialized programs. The programs that are provided by these officers include crime prevention, RAD self defense training for women, school safety, participation in the recreation department summer camp program, senior citizen liaison, child safety seat installations, firearm permits, firearms training, fish and game enforcement and many others. The police department has provided child identification packets during numerous events at the Hanover Mall, YMCA, and Shaw's Supermarket and S Bank.

The DARE program was once again an important aspect of the Hanover Police Department's youth outreach program. Officer Michael McKeever or "Officer Mike" to his students has the knowledge and ability to interact with the youth of our community. This is accomplished in both a classroom environment and while performing his duties as a patrol officer. In collaboration with the Hanover School Department students complete a ten week course of instruction in drug, alcohol and violence prevention. The department also participates in the Plymouth County District Attorney's annual summer camp. This provides an opportunity for approximately 14 Hanover students to participate in a one week program which brings school age children and police officers from the area together for a week of mentoring and drug abuse and violence prevention education.

The Governor's Highway Safety Bureau provided funding for seatbelt, driving under the influence of alcohol and road respect enforcement initiatives. This program covers two fiscal years with the first enforcement taking place in December of 2011. There are five enforcement periods scheduled. Holidays and high traffic periods are targeted for these enforcement initiatives. There are a total of 36 hours of enforcement for each period.

In August the Town of Hanover prepared for and responded to the arrival of Hurricane/Tropical Storm Irene. The Police Department participated along with local emergency management, public safety, public health, inspectional services and town departments in the operation of an Emergency Operations Center. Utilizing a unified command model, Task Forces comprised of Police/Fire/EMS/Department of Public Works personnel responded to a variety of calls for service in which all agencies worked together in order to provide for the needs of the community.

In November Officers Sean Mackenzie and Andrew Carney joined the department and began their training at the Plymouth Police Academy.

I would like to remind residents of several ways to obtain emergency information from the police department. Please visit our website www.hanoverpolice.org or follow our Twitter account HanoverPolice or Facebook HanoverPolice Dept our webpage and social networking sites are updated on a regular basis with upcoming events. Up to the minute safety information is posted on the social networking sites during critical events.

Residents may also sign up for CODE RED alerts for public safety messages. This service is offered by the Plymouth County Sheriff's Department. Hanover town officials have the ability to send reverse 911 notifications to all individuals who have signed on for this service. Alerts are sent to your home phone, cell phone or email it is your choice. Please sign up for the Plymouth Bristol Emergency Alert System at www.pcsdma.org. If you do not have access to the worldwide web please call 508-830-6200.

The Emergency Communications Center (ECC) has responsibility for all equipment and personnel necessary for the call taking and call dispatching for Police, Fire and EMS services in the town. This includes the operation of E911 as well as other business and emergency telephone lines. ECC personnel demonstrate their professionalism and commitment on a daily basis.

During fiscal year 2012, The ECC competed for and was awarded a training grant from the Executive Office of Public Safety. This grant enabled the Town of Hanover to train and certify each full time and part time dispatcher for emergency medical dispatch duties. This is an extremely important first step in the town's emergency medical services plan. All dispatchers have also completed the required certification in the National Incident Management System (NIMS) and Incident Command System (ICS100). The ECC is in compliance with new a regulation requiring 16 hours per year of continuing education for each dispatcher. This is being accomplished in a variety of ways including on-line computer based learning as well as hands on classroom training for skills such as CPR.

The ECC would like to remind all residents of the outdoor burning permit line, which is staffed from January 15 through May 1 each year. The phone number is 781-826-7850. Residents are reminded to please utilize this phone line when requesting outdoor burning information.

Serving on the Emergency Communications Center Committee during fiscal year 2012 were, Deputy Chief Barbara Stone, Lieutenant Gregory Nihan and Mr. David Duff. The individual member's efforts and expertise contributed to the efficient operation of the town's E911 and Police, Fire and EMS dispatch service. In June, Mr. David Duff completed his service on the Emergency Communications Committee. On behalf of the Town of Hanover, I thank David for his assistance and his commitment to public safety.

We wish to express our appreciation and recognition to the Dispatchers for their continued efforts to provide efficient, dedicated and skilled services to the residents of Hanover.

I would like to personally thank the members of the Hanover Police Department both sworn officers and civilian employees. Their collective efforts provide the professional delivery of police services to the citizens of Hanover. I would also like to recognize the efforts of all Town of Hanover departments as well as elected and appointed officials for their cooperation throughout the year. The police department's daily interaction with these departments and individuals helps to provide the town with a true sense of community.

Respectfully submitted,

Walter L. Sweeney, Jr.
Chief of Police

REPORT OF THE HANOVER POLICE DEPARTMENT

Annual Court Report – July 1, 2011 to June 30, 2012

Sgt. Daniel A. Salvucci – Court Prosecutor

Days in Court	252
Arraignments.....	399
Arrests (including warrant arrests).....	268
Cases Cleared.....	437
Motor Vehicle Citations issued.....	2167
Monies Collected:	
Fines, Fees from District Court and the Registry of Motor Vehicles	\$73,848.50
Monies Collected for Marijuana Citations.....	\$4,100.00
Monies Collected for Police Reports	\$3,624.55
Monies Collected for Parking Tickets	\$3,590.60

Respectfully submitted,

Sgt. Daniel A. Salvucci
Hanover Police Prosecutor

Firearms Licenses – July 1, 2011 to June 30, 2012

Officer Erin M. Tucker – Firearms Officer

Firearms Identification Card – Class A (License to Carry)	179
Firearms Identification Card – Class B (License to Carry)	0
Firearms Identification Card – Class C	13
Firearms Identification Card – Class D (Mace Only)	6

All firearms licensing fees are collected and reported by the Town of Hanover Tax Collector.

Respectfully submitted,

Officer Erin M. Tucker
Firearms License Officer

Fish and Game Violations – July 1, 2011 to June 30, 2012
Officer David W. Tyrie – Environmental Officer

Environmental Citations Issued	49
Fish and Game Violations Cited	51
Fish and Game Violations Arrests	0
Fish and Game Criminal Complaints/Summonses	0
Total Fines for Above Citations.....	\$2,350.00

Recreational Motor Vehicle Violations – July 1, 2011 to June 30, 2012

Chapter 90B Violation Citations Issued	16
Recreational. MV Violations Cited.....	20
Summonses	2
Total Fines for Above Citations.....	\$1,200.00

Respectfully submitted,

Officer David W. Tyrie
Environmental Officer

MAJOR/MINOR INCIDENTS – July 1, 2011 to June 30, 2012
UNIFORM CRIME REPORT

Kidnapping-Abduction	2
Missing Person-Adult	9
Missing Person-Juvenile	2
Missing Person-Small Child	1
Sexual Force-Rape	1
Sexual Force-Fondling Juvenile	1
Assault-Simple	13
Assault-Intimidation	2
Assault-ODW (Dangerous Weapon)	4
Disturbance-General	73
Disturbance-House Party	7
Disturbance-Fight	26
Disturbance-Liquor Establishment	1
Disturbance-Noise Complaints	72
Keep the Peace	27
Suspicious Activity-Persons	287
Suspicious Activity-Motor Vehicle	262
Suspicious Package	6
Phone Calls-Harassing	19
Phone Calls-Obscene	1
Business/Residence/Area Check	2350
Motor Vehicle Accident Investigated	309
Motor Vehicle Accident Not Investigated	181
Motor Vehicle Accident Hit-Run/Property Damage	32
Motor Vehicle Accident Hit-Run/Person Injured	1
Motor Vehicle Accident Hit-Run/Not Investigated	40
Motor Vehicle Accident/Police Vehicle	2
Motor Vehicle General-Traffic Enforcement	1130
Motor Vehicle General-Towed by Police	520
Motor Vehicle General-Towed by Private Party	4
Motor Vehicle General-Disabled	77
Motor Vehicle General-Abandoned	2
Motor Vehicle General-Traffic Violation	386
Motor Vehicle Mini Bike/ATV/Snow Mobile	16
Investigation-Outside/Inside	266
Medical-General	1022
Medical-Overdose	5
Medical-Sudden Death	5
Medical-Suicide/Attempted	7
Medical-Mental Health	58
Medical-Well Being Check	76
Public Assist-Fire/Police	66
Fire-Commercial	7

Arson Offenses	2
Fireworks Complaint	16
Gas Odor	9
Fire-Notified Fire Department	20
Fire-Residential	14
Spills-Chemicals/Fuels	1
Fire-Vehicle	3
Fire-Woods/Grass/Other	22
Burglary/B & E	10
Burglary/B & E Motor Vehicle	11
Burglary/Residence	21
Burglary/Business	9
Burglary/Unlawful Residence	3
Burglary/Unlawful Business	1
Burglary/Attempt Residence	4
Burglary/Attempt Business	3
Larceny-Purse Snatching	6
Larceny-Shoplifting	132
Larceny-Theft From Building	27
Larceny-From Motor Vehicle	22
Larceny-Theft MV Part	4
Larceny-All Others	99
Larceny-Theft Bicycle	5
Larceny-Attempted	2
Attempt To Commit A Crime	2
Motor Vehicle-Theft	7
Motor Vehicle-Theft/Plate Only	9
Motor Vehicle-Theft/Recovered Plate	2
Motor Vehicle-Theft/Recovered Vehicle Local	1
Motor Vehicle-Theft/Recovered Vehicle Outside	1
Motor Vehicle-Theft/Recovered Local Stolen Other	1
Counterfeiting/Forgery	9
Fraud-Conf. Game/Swnd/Flse/Prt	4
Fraud-Credit Card/Auto Teller	33
Fraud-Impersonation	5
Fraud-Wire	3
Stolen Property-General	7
Stolen Property-Firearms	1
Stolen Property-Firearms Recovered	1
Vandalism-Destruction/Damage Property	119
Arrest-Adult	258
Arrest-Juvenile	9
Arrest-Released To Other Agency	1
Arrest-Loc Warrant By Other PD	5
PC-Adult	25
PC-Juvenile	1

Community Policing	1120
Safety Officer Request	11
Crime Prevention	57
Computer Data Specialist	95
Drug/Narcotic Offense	68
Drug Equipment Violations	1
Sexual-Non-Force/Exposing	2
Civil	54
Intelligence-Criminal	10
Intelligence-Drugs	1
Roadway Hazard	25
Open Door-Business/Residence	32
Lost or Recovered Property	81
Mutual Aid	2
DPW-Call Out	2
Safe Keeping Property	5
Minor With Alcohol	12
Police Information	3
Trash Dumping	18
Transfer-Prisoner	1
Road Kill Deer	8
Animal Control-Deer	6
Animal Control-Dog Complaint	40
Animal Control-All Others	29
Assist Municipal Agency	109
Metro Star Activation	6
Metro Star Training	2
Animal Control-ACO Page Out	131
Town By-Law Violations	3
Code Enforcement Inspections	18
Fish And Game Violation	32
Fish And Game Enforcement	28
Warrants-Summons Service	41
Warrants-209A Service	52
*Warrants-Reciprocal Service	2
Warrants-Fugitive From Justice	1
Warrants-Harassment Order	3
Harassment-Non Domestic	60
Juvenile Matters-Other	49
Threats-Bomb	1
Threats-Simple	24
Threats-To Kill	4
Robbery W/ODW Other Misc	1
Alarms-Commercial	447
Alarms-Residential	325
Alarms-School	45

Alarms-Fire	145
Alarms-MV	2
OCPAC Task Force Operation	4
Roster-Officer Injured	10
Assist to the General Public	83
Cruiser Maintenance	119
Checks-Bad	4
Disorderly Conduct	1
OUI-Alcohol or Drugs	12
Domestic-Drunkenness	10
Domestic-Abuse/Neglect	49
Trespass Real Property	32
Child Abuse/Neglect	7
Domestic Abuse/209A Violation	28
Police-General Request	160
911-Hang Up Call	178
Parking Complaint-Handicap	2
Parking Complaint-General	18
911-Unknown Emergency	35
911-General Check (Wrong #'s)	99
Total - Major/Minor Incidents (July 2011-June 2012)	<hr/> 12393
Total - Non-Classified Calls for Service (July 2011-June 2012)	<hr/> 1118
Grand Total – All Calls for Service (July 2011-June 2012)	<hr/> <hr/> 13511

***Statewide Warrant Management System:**

Hanover warrant arrests made by other departments are not reportable as Hanover Police arrests.

Please Note:

Non-classified calls for service are calls, which do not meet the criteria of the Uniform Crime Reports.

Effective January 1, 2009 possession of less than 1 ounce of marijuana is a non-criminal civil offense. Prior to this date this offense was most often an arrest.

Report of the Dog Officer/Animal Control Officer

Annual Report of Calls – July 1, 2011 to June 30, 2012

DOGS

Killed by Automobile	4
Injured by Automobile	12
Reported Lost	60
Returned to Owner	54
Died of Natural Causes	unknown
Removed from Town	2
Bites with Human Injury	8
Bites to or from other Animals.....	22
Quarantined	30
Strays Impounded	74
Strays Returned to Owner or Placed	74
Strays Destroyed	0
General Information Calls	1,257
Police Calls	108

CATS

Killed by Automobile	10
Complaints of Strays	82
Bits/Scratches to Humans	30
Quarantined	30
Cats Destroyed by Veterinarian	unknown
General Information Calls/Complaints	104

WILD ANIMALS

Killed by Automobile	203
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General Information/Complaints:

Squirrel	80
Coyote	110
Skunks	26
Raccoon	60
Fox	29
Woodchuck	6
Turtle	27
Deer	15

Bird	87
Duck	5
Rabbit	0

I remind all dog and cat owners there is an Animal Control Law in Hanover (General Bylaws Section 6-10). This law will be strictly enforced. Owners of dogs unlicensed after April 30 will be fined \$25.00 plus License Fee. The fine for a dog or cat that is not vaccinated for rabies is \$50.00. The owner of any dog that is impounded will be fined \$25.00 plus all kennel fees.

Respectfully submitted,
 Brian J. Golemme
Animal Control Officer
 &
Inspector of Animals

2012 REPORT OF THE COUNCIL ON AGING

The Hanover Council on Aging respectfully submits its Annual Report for July 1, 2011 through June 30, 2012.

It is the mission of the Hanover Council on Aging to help our elder residents to be as independent as possible through advocacy, services, educational programs and activities which enhance and promote the highest quality of life for each individual.

The Senior Center is a primary source of assistance and visible point of access and outreach for older people in our community. The Hanover Council on Aging serves as the primary advocate of support services to seniors in Hanover. It serves as a vital link in the aging network.

BOARD

The Hanover Council on Aging Board is appointed by the Board of Selectmen. It consists of seven members who meet on a monthly basis to advise and assist the Director in the operation of the Senior Center.

STAFF

Staff at the Senior Center consists of a full-time Director and Outreach Coordinator, one part-time Transportation Coordinator, one part-time maintenance person, one part-time Administrative Assistant, one part-time Volunteer Coordinator and three part-time Van Drivers.

OUTREACH

Home visits are made and need-assessments are formulated. Fuel Assistance, Medicare and medical insurance questions continue to be a concern for seniors. The Council on Aging Outreach worker coordinates the Fuel Assistance and Food Stamp Programs. We encourage residents of any age struggling with heating bills to contact us at 781-924-1913. The Outreach worker also serves as a liaison between the Police Department, Fire Department, Health Department, Visiting Nurse and the Sheriff's Department on the R.U.O.K. (Are You Okay?) program. We also link Seniors with other agencies that provide assistance.

NUTRITION

Meals are served five days a week with a Nutrition site Manager from Old Colony Elderly Services. Meals on Wheels are included in this program. Volunteers support this important service. Meals on Wheels are one of the Council's most valuable programs. In addition the Center hosts a Plow and Anchor Luncheon (in honor of our Town Seal) which is held monthly. It offers a very affordable lunch while promoting local restaurants.

TRANSPORTATION

We presently have one, twelve-passenger, handicapped-equipped van, including a chair lift. Any Senior, sixty and over, needing transportation may be taken to medical appointments, food shopping, to the Senior Center or to visit a loved one in a Nursing Home. This service is based on availability. GATRA (Greater Attleboro-Taunton Regional Transit Authority) was approved at Town Meeting and will be implemented in this coming year.

VOLUNTEER SERVICE

The Volunteers are the life blood of our Senior center. The Senior Center is able to accomplish much with our Volunteers commitment and dedication. The Hanover community has a wonderful network of volunteers who assist us on a daily basis. Volunteers are crucial to our operation. Without their thousands of hours of labor and professional services, our agency would not be able to adequately meet the needs of our seniors. In recognition of the priceless services that our volunteers provide, a Volunteer Recognition Breakfast was held in April.

PROGRAMS

The Hanover Council on Aging offers an array of programs, special interest classes and recreational/social activities throughout the year.

The variety of programs has increased this past year. We have added Stretch and Flexibility classes, a Zumba night class, computer classes, Yoga, poker, crafts and Art Appreciation.

The following regularly occurs at the Senior Center:

Blood pressure screenings, Glucose Screening, Acupuncture, Hearing Tests, Foot care, SHINE counseling, legal assistance, Information and Referral, Friendly visiting program, computer classes, art education, exercise, yoga, zumba, poker, cribbage, bridge, mah jong, Arthritis exercise, book club, Movie, water color classes, art deco classes, oil painting, knitting, VOICES, monthly ladies tea, men's breakfast, cultural programs and social events.

We continue to participate in Hanover Days.

THANK YOU

The Hanover Senior Center and Council wish to express their gratitude to all town departments and all in our community who assists us in answering the various needs of the Hanover Senior community.

CONTACTING THE COUNCIL ON AGING

Office Hours: Monday through Friday 8:00 AM to 4:00 PM.

Location: 665 Center St, Hanover, MA, 02339

Telephone: 781-924-1913

Fax: 781-924-5071

E-mail for general inquiries: coa@hanover-ma.gov.

FUNDRAISING

Fundraising led by the Friends of the Hanover Council on Aging and the New Senior Center Building Fundraising Committee continue to raise money to supplement the Town and State funds, which is available to Hanover seniors. The Harvest Fest, hosted by the Friends is their biggest fundraiser of the year. All donations and monies raised go directly to services for our seniors and the needs of the facility. We are extremely thankful for their support and we thank the many volunteers who give their gift of time to this event.

Respectfully submitted,

Donald Buckley, Chairman

Joan Picard, Secretary

Eleanor Kimball, Treasurer

James Gallant

Elmont Mickunas

Richard Farwell

Claire Flynn

Robyn Mitton, Director

REPORT OF THE JOHN CURTIS FREE LIBRARY

July 1, 2011-June 30, 2012

To The Citizens of Hanover:

On December 9, 2011 the Trustees of the Library held a holiday reception as a thank you to the many supporters and Town officials who throughout the year helped to keep the Library a strong and vibrant institution. Refreshments and a professional musical band added to the festivities. The evening also provided the Friends of the Library the opportunity to present the Trustees with a check for \$8,000 to purchase an Early Literacy Station for the Children's Room. The Trustees and Staff are very grateful for this support.

At the end of the fiscal year, 7,122 patrons were registered as Hanover Library users. These library patrons have unlimited access to the 75,778 items the library owns. Hanover belongs to the Old Colony Library Network which is a consortium of 28 members who share a web based catalog of over three million items. Anyone with a valid library card is eligible to borrow any of these materials. Last year the Hanover Library borrowed 20,297 items for Hanover users and lent 20,039 to other libraries for their patrons. The Library's total circulation for the fiscal year was 127,703. OCLN's database is available 24 hours a day, seven days a week. The home user may place holds, renew materials, search databases, and download books and music. For those patrons with email, the Network will alert them when items are due or when materials are available for pick-up

The Children's Room, under the direction of Librarian Lynne Campbell, hosted 248 children's programs with a total attendance of 4,062 children. Programs included toddler and preschool story times, craft programs, kindergarten bus orientation, book clubs, a recycling contest, plays, and a summer reading program for school age students. Seventy-six adult and young adult programs were sponsored by the library with a total attendance of 679 participants. Programs included internet instruction, piano and voice concerts, an annual spelling bee, Star Wars night, a self-defense program, and author and informational slide presentations. The Friends of the Library, led by Chair Tracy Marchetti, held a number of fundraising events including fundraising raffles, an annual book sale, an art show, and a family photo day. The Friends, in conjunction with the Cultural Council, also sponsored a Town wide kite day. They also generously provided the funds for adult and children's programming and purchased museum passes to the New England Aquarium, South Shore Science Center, the Franklin Park/Stone Zoo, and the Heritage Museum. Other passes held by the library include the Children's Museum, Museum of Fine Arts, Science Museum, JFK museum, Roger Williams Zoo, the Isabella Stewart Gardner Museum, and Plimoth Plantation (funded jointly by the Cultural Council and an anonymous donor in memory of Neva Peroni Newcomb.) Passes may be reserved in the library or by visiting the library's website at www.hanovermass.com/library.

National Library Week was celebrated in April with a number of library activities including a breakfast honoring the many dedicated volunteers who work diligently all year to help the library operate smoothly. The Hanover Lions Club, Jrs once again did an outstanding job of hosting the event.

The library's meeting rooms are available to non-profit organizations at no charge. The large meeting room may also be reserved by local artists to display their art work. There are also two display cases available for community use.

A number of organizations and individuals made donations to the library during the year. The Hanover Woman's Club, Jrs., Hanover Lions Club, Hanover Garden Club, South Shore Genealogical Society, Hanover Historical Society, and individual members of the community donated library materials or made contributions towards the purchase of library materials. The trustees and Staff are most grateful for this support.

Respectfully Submitted,
Board of Library Trustees

Lawrence Bandoni, Chairman
Joan Thomas, Secretary
Elaine Shea, Treasurer

REPORT FROM THE OFFICE OF VETERAN SERVICES

July 1, 2011 to June 30, 2012

The Hanover office of Veterans' Services continues to serve Veterans, their spouses and/or dependents by counseling, advising, and assisting in procuring Federal and State benefits or entitlements for which they may be eligible. On the State and Local levels, we seek benefits for financial assistance; medical treatments; fuel assistance; tax abatements; housing; employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursable back to Hanover.

The process may require appointments at the office or the client's home, or the JFK building in Boston, and at VA Hospitals in order to verify and justify eligibility. An investigation of assets or other sources of income is performed to seek alternative sources such as Social Security, Social Security disability, and VA pensions for which the Veteran and/or spouse and dependents may be eligible. This investigation helps limit the financial exposure to the Town and the State. The Federal Government does not automatically grant benefits to Veterans. Veterans must apply for benefits. The Veterans' Service Officer also visits hospitalized Veterans and those in nursing homes and eldercare facilities.

Our department also provides assistance in obtaining federal benefits such as service-connected disabilities, non-service pensions, enrollment in the VA Healthcare System and educational benefits. We provide Veterans and dependents assistance in obtaining military records, replacement of medals and ordering grave markers. The office supports town activities such as Memorial Day and Veterans Day.

The needs are growing very fast in today's post-Iraq conflict and continue in Afghanistan with Veterans arriving home to a very poor economy and needing transitional benefits such as employment training, job search, medical care and housing assistance. For the past year we have seen an increase of over 50% for Veterans who have applied and who have been approved for Chapter 115 benefits.

I also serve as VSO in Duxbury and travel between the two towns based on need. Our office is located in Town Hall next to the Town Clerk on the lower level. It has discreet and excellent ground-level and elevator access for older or handicapped Veterans, their spouses and dependents.

I would like to thank Priscilla Bracket of Kingston who assists in the VSO office and continues to provide her expertise and services to Hanover Veterans.

Respectfully submitted,

Michael J. Thorp
Veterans' Service Officer, Hanover

REPORT OF THE VISITING NURSE

To the Board of Selectmen and the Citizens of Hanover:

Since its inception in 1929, the Hanover Visiting Nurse Association, Inc. has provided nursing services to the Town of Hanover. This has been a long and proud tradition of caring for Hanover residents. Nursing services are provided at no charge to residents. The Hanover Visiting Nurse Association is committed to our founding objective of professional home nursing care.

The Hanover Visiting Nurse Association provides a wide variety of health promotion and illness prevention programs to residents. Each year, seasonal flu clinics are held in conjunction with the Hanover Board of Health under the direction of Community Services Director Anthony Marino and Public Health Nurse Nancy Funder, RN.

The Hanover Visiting Nurse Association works closely with the Council of Aging, Police, Fire, School Nurses, Old Colony Elder Services, Hanover Food Pantry, and other nursing agencies that service Hanover, and Social Service Departments of area hospitals.

Each year the Hanover Visiting Nurse Association awards scholarships, sponsors children to summer camp, and assists families in need. Due to the economic downturn of these past few years, we have seen an increase in requests for assistance for basics such as food. Our holiday outreach program dispenses food baskets, clothing and toys at Christmas. Our outreach program is done in cooperation with schools, businesses, area churches and service organizations.

We at the Hanover Visiting Nurse Association are most grateful to the community for its support and generosity. It is because of the generosity of the community that we are able to be of greater service to the people of Hanover.

My deepest appreciation to the volunteer Board of Management for their tireless work on behalf of the agency. I also extend my thanks to the caring, competent and dedicated nurses Nancy Funder, RN, and Ellen Lehane, RN and our secretary Donna Hynes.

A total of 3053 clients were seen this past year. A total of 1072 nursing visits, 838 health promotion visits and 1143 were seen at various clinics, health fairs or for social services.

SCHEDULE OF CLINICS

:

Adult Blood Pressure - Second Wednesday
of each month, 6:30 – 7:30 P.M., Nurse's Office, Town Hall or by appointment.

Legion Housing - Second Wednesday
of each month, 1:30 – 2:30 P.M. Except July & August.

Barstow Village - Third Wednesday
of each month, 1:30 – 2:30 P.M. Except July & August.

Cardinal Cushing Residence - First Wednesday
of each month, 1:30 – 2:30 P.M., at alternating buildings. Except July & August.

Hanover Senior Center - Last Wednesday
of each month, 12:00 – 1:00 P.M.

Diabetic Screening - by appointment.

Mantoux (TB) Testing by appointment.
Fee \$5.00.

The Visiting Nurse Office is located on the lower level of Town Hall. An answering machine will take your message when the nurse is out of the office.

Respectfully submitted,

Maureen L. Cooke, RN
Nurse Administrator
Visiting Nurse

REPORT OF THE ZONING BOARD OF APPEALS

JULY 1, 2011 – JUNE 30, 2012

To the Board of Selectmen and Citizens of the Town of Hanover.

The Zoning Board of Appeals held 17 posted meetings at the Town Hall during the period from July 1, 2011 through June 30, 2012. There were 13 petitions filed.

The Zoning Board of Appeals spent many hours during the year reviewing the Woodland Village Comprehensive Permit application.

The Zoning Board of Appeals wishes to express its appreciation to all personnel of the Boards and Commissions of the Town of Hanover and the abutting towns for the cooperation we received this year.

Respectfully submitted,

Matthew W. Perkins, *Chairman*
David R. Delaney, *Vice Chairman*
Linda Martin-Dyer, *Member*

Associate Members
Dan Ahern
David Connolly
John Tuzik

REPORT OF THE BUILDING COMMISSIONER

The following permits were issued and fees collected by the Building Department during the period July 1, 2011 through June 30, 2012

<u>Description</u>	<u>Valuation</u>	<u>Permits Issued</u>
New Business/Commercial	\$45,511,395.00	8
Business Alterations/Remodels	4,071,818.00	41
Demolitions/Business/Residential	133,200.00	12
New Homes	5,324,100.00	23
Pools & Decks	532,268.11	34
Reroof/Reside Residential	959,767.00	106
Reroof/Reside Business	64,300.00	3
Residential Additions	2,155,300.00	24
Residential Alteration/Remodels	1,255,960.58	101
Sheds/Barns and Tents	233,161.00	34
Stoves: Coal/Wood, etc.	75,654.30	25
Fees Certificate of Inspections	5,650.00	70
Sign Permits Issued: Business/Political/Yard	56,324.56	108
Solar Panel Install	103,105.00	5
Cell Towers	30,000.00	2

<u>Description</u>	<u>Fees</u>
Fees for Building Permits Issued	199,192.86
Fees for Sign Permits Issued	14,697.56
Fees for Occupancy Permit	2,900.00
Fees for Gas Permits	16,693.50
Fees for Plumbing Permits	34,985.20
Fees for Electric Permits	38,149.75
Fees for Weights and Measures	7,635.00
Fees for Mechanical Permits	11,480.03

The Building Department is responsible for ensuring that buildings are constructed and repaired safely and used properly. The Building Department issues building, electrical, mechanical and plumbing permits. These permits allow the construction, reconstruction, repair, alteration and demolition of buildings and structures as well as the installation of equipment. The Department enforces the Commonwealth of Massachusetts Building Code and the Hanover By-Laws. The Department is responsible for the occupancy and the uses of all buildings, structures and land.

Churches, restaurants, theaters and public buildings with a seating capacity of over fifty must be inspected annually. The Department is also responsible for enforcing the Zoning By-Laws, Sign By-Laws and the General Town By-Laws.

While our total number of inspections continues at a constant pace we are now seeing more additions and remodeling projects with fewer new homes. The widening of Route 53 continues to generate interest in the available commercial space, with daily requests for information and zoning determinations as to acceptable uses. The Department of Municipal Inspections continues to assist and work with these potential business owners to make the process as streamlined as possible.

Construction at the new Dick's Sporting Goods store has finished and we look forward to the upcoming projects that include a new facility at McGee Toyota, a new Prime Motor Group GMC facility and a Mercedes dealership and the new indoor sports facility at the old Starland location.

There is a constant demand to supply records, review plans, and check the Assessors' maps and Zoning maps for the general public. We enforce the Re-Inspection Bylaw for Commercial spaces for the Town. All applicants must show us their current License(s) and proof of insurance and we are responsible to verify that they are current and valid. The Building Department enforces M.G.L., Chapter 40, Section 57, which affects a delinquent taxpayer's access to building permits and certificates of occupancy. All complaints concerning signage, building and zoning violations may be referred to this department.

At this time, I would like to thank the Department of Municipal Inspections staffs for their continued professionalism in addressing the various concerns and questions that are submitted throughout the day. The combined staff of Building, Conservation, Health and Planning continues to work hard and provide superior customer service to the residents and business owners of the Town of Hanover. I look forward to the future as we continue to streamline the permitting process and increase overall efficiency.

The Building Permit Applications, Zoning By-Laws and Regulations are available on-line at: www.hanover-ma.gov.

We want to thank all applicants, residents and businesses for their cooperation and support this past year. In addition, we thank all Town departments for their continued cooperation.

Respectfully submitted,

Anthony Marino

Anthony Marino
Building Commissioner
Zoning Enforcement Officer, Sign Officer

REPORT OF THE INSPECTOR OF WIRES

We herby submit the Wiring Inspector's report for the period July 1, 2011 through June 30, 2012.

During this period we issued 390 Wiring Permits and collected fees in the amount of \$38,149.75.

As always, we are most appreciative of the cooperation we receive from contractors and electricians we have worked with this past year. We also thank the residents and the businesses for their continued goodwill. Finally, we thank the various Town departments for their support.

Respectfully Submitted,

William F. Laidler
Inspector of Wires

Robert W. Stewart
Alternate Inspector of Wires

Dan Condon
Alternate Inspector of Wires

REPORT OF THE GAS/PLUMBING INSPECTOR

We issued 201 gas permits, and collected fees in the amount of \$16,693.50. We also issued 224 plumbing permits and collected fees in the amount of \$34,985.20.

We would like to take this opportunity to thank all of the residents, as well as the business establishment in town, for their continued support. In addition, we want to thank all of the installers and contractors for their cooperation this past year. We would like to extend our thanks to the various Town departments for their continued good will.

Respectfully submitted,

Gary A. Young
Gas/Plumbing Inspector

Michael Hoadley
Alternate Gas/Plumbing

REPORT OF THE SEALER OF WEIGHTS

To the Board of Selectmen and the Citizens of Hanover:

The function of the Sealer of Weights and Measures is to protect the consumer, provide service to the business community, and ensure accuracy is present for both the consumer and the business community for every transaction whether it is by the individual unit, the pound, yard or gallon.

The following is a summary of activities reported for the period covering July 1, 2011 to June 30, 2012.

Scales	71
Scanners	202
Gas Meters	123
Reverse Vending Machine	10

Fees collected and returned to the Town Collector from the above noted inspections were \$7,635.00.

I look forward to serving the Town of Hanover.

Respectfully Submitted,

Robert S. O'Rourke
Sealer of Weights and Measures

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE FOR FISCAL YEAR 2012

The Town of Hanover Community Preservation Committee is proud to submit its year-end report for fiscal year 2012. This report includes an update of all projects approved by Town Meeting in 2012 as well as a brief history of the Act in Massachusetts.

The Commonwealth of Massachusetts adopted the Community Preservation Act (CPA) in September, 2000. Since that time the Act has been amended many times. The full Act can be viewed on the mass.gov website. The CPA gives municipalities the opportunity to raise funds through a surcharge of up to 3% of local property taxes. Under the Act, locally raised funds are matched by the Commonwealth of Massachusetts from fees for the registration of deeds for real property. **These funds are to be used by municipalities for open space preservation, creation of community housing, and preservation of historic buildings and landscapes.** The Act requires that 10% of the funds raised in each fiscal year be spent or reserved annually for each of the CPA's main purposes. The remaining 70 percent of CPA funds in each fiscal year are available to be appropriated or "banked", according to the Community Preservation Committee's (CPC) recommendations and Town Meeting approval for one or more of the three purposes listed above and for public recreational uses. This gives each community the opportunity to determine its priorities for public benefit, plan for its future, and have the funds to bring those plans to fruition.

The Town of Hanover adopted the CPA in May of 2004, established the Community Preservation Committee in 2005 and approved a 3% surcharge for residents beginning in 2006. The following example illustrates the amount of this surcharge for the owner of an average priced home in Hanover:

Average price of a home in Hanover	\$424,932
Less \$100,000 Residential Exemption	\$324,932
Residential Tax Rate	\$15.00/\$1,000
Average Annual Tax	\$6,373.50
Annual Community Preservation surcharge for average-priced home based on \$273,100 \$324.9 X \$15.00 X 3% =	\$146.20

The Hanover Community Preservation Committee Bylaw established a nine member Community Preservation Committee (CPC). Three members are appointed by the Town Moderator and the other six members are representatives of the following Boards or Committees and are appointed by their respective committees:

- Conservation Commission
- Historical Commission
- Housing Authority
- Park and Recreation Commission
- Planning Board
- Open Space Committee

Many worthwhile projects have been funded after being recommended by the Community Preservation Committee and subsequently voted at Town Meeting. The following is a report on the projects that have been funded by the CPA in May of 2012.

In FY 2012 the Town of Hanover received \$770,642.00 in surcharges from local property taxes. In addition Hanover received State matching funds of \$238,335.00, based on FY 2012 fees for registration of real property deeds. The Community Preservation Committee meets once a month and accepts applications for funds until early November. Any individual, non-profit organization, Town Board, Committee or Commission may apply for funds. All applicants meet with the CPC to discuss their requests. After reviewing applications the Committee makes recommendations to Town Meeting, which votes to appropriate the funds. Since fiscal 2005, the Commonwealth has provided a match of the Town's CPA surcharge. The match is based on the prior year's actual surcharge. During the first three years, the Commonwealth has provided 100% matching funds for Hanover but as a consequence of a slow housing market and more communities adopting the CPA law, the Commonwealth's match distributed by October 15, 2012 is expected to be less than 100%.

During the past year the various projects that have been funded by the Community Preservation Act have been completed or are in various stages. Below is an update on previously supported CPC projects and descriptions of those projects funded at the May 2012 Town Meeting.

- King Street Recreation Fields – In 2006 the Town voted to purchase the land on King Street for use as a recreation field and in 2008 \$2,500,000 was appropriated for the construction of recreational ball fields. In 2010 an additional \$1,600,000 was appropriated to continue the construction of the recreation fields. All of these funds were borrowed against future CPA revenues. At Town meeting in 2011 the Community Preservation Committee recommended using \$800,000 of CPA reserve funds to reduce the amount of debt service for this project. This is an extensive project that includes, multi use soccer, football, lacrosse, baseball and softball fields as well as a walking path and community gardens. Construction has begun on the infrastructure, the fields and walking paths were opened for public use this year and hopes are that it will be complete by next summer. This project is being overseen by the Department of Public Works and the Parks and Recreation Commission.
- Restoration of the Historic Stetson House – In 2010 CPA funds were appropriated for restoration of the Stetson House. Twenty thousand three hundred dollars (\$20,300) was appropriated for this project and the work was completed this summer.

- Sylvester School – In 2010 CPA funds were appropriated for projects that would help restore and preserve the historical Sylvester School. Fifteen thousand dollars (\$15,000) was used to repair a leak in the school gym and \$55,500 was used to create a plan for handicapped accessibility. Both of these projects were completed during the year.
- Hanover Historical Society Collection – In 2012 the Town voted to appropriate \$16,500 of CPA funds to preserve and protect the items in the Historical Society's collection, a majority of which are stored in the Town owned Stetson House.
- Cemetery Preservation – In 2012 \$80,000 was appropriated to continue the restoration and preservation of the Town's historical cemeteries.
- Affordable Housing Trust – The 2012 Town Meeting voted to transfer \$250,000 of CPA funds into the Affordable Housing Trust. The Community Preservation Committee is pleased to support the Affordable Housing Board of Trustees in their efforts to create affordable housing opportunities in Hanover.
- Stetson House – The 2012 Town Meeting voted to appropriate \$2,875 for preservation of the Town owned Stetson House by treating the roof to protect it from deterioration.

Additional information about the work of the Hanover Community Preservation Committee is provided on the Town's Website: **www.hanover-ma.gov** or by contacting the Community Preservation Coordinator at **communitypreservation@hanover-ma.gov** or by phone at **781-826-7730**. CPA grant application instructions and forms also are available on the website.

The Committee wants to thank Community Preservation Coordinator, Margaret Hoffman for her valuable support and assistance and well as the Selectmen for their continued support of CPA and the Committee's efforts. Primarily, appreciation is due to the residents of Hanover for their foresight in passing the Community Preservation Act and for their continued support of its goals.

Respectfully Submitted By the Town of Hanover
Community Preservation Committee

Diane Campbell – (Housing Authority) Chairperson
William Scarpelli – Vice Chairperson
John Goldthwait – (Historical Commission)
Wallace Kemp – (Open Space Committee)
Gary Young – (Conservation Commission)
Jeff Puleo – (Planning Board)
Harry Dunn – (Park and Recreation Commission)
Mike Holland – Member
Jonathan Chu - Member

REPORT OF THE CONSERVATION COMMISSION

July 1, 2011– June 30, 2012

The fiscal year began in July with Gary Young as Chairman, Lisa Satterwhite as Vice Chair, Amy Walkey as Hearing Officer, Neal Merritt and Bill Woodward as Commissioners and Lou Paradis as an Associate Member of the Commission. Lou stepped in as a voting Member when required to do so. One Associate Member position was vacant. In August 2011 the Commission sadly accepted the resignation of Amy Walkey with many thanks for her 6+ years of volunteer service to the Town as a valuable Conservation Commission Member. During the next month, September 2011, Lou Paradis was appointed to the vacant Commission seat, leaving the two Associate Member positions vacant for the rest of the fiscal year. The Commission remained as such until early June 2012. Then, due to the successful election of Chairman Young as a new member of the Board of Selectmen, he tendered his resignation with the Commission effective June 2012. The Commission accepted the resignation with great gratitude for his 4 ½ years of volunteer service to the Conservation Commission and wished him great success on his new board. Reorganization of the Commission in the same month resulted in the fiscal year closing with Lisa Satterwhite as the new Chairperson, Lou Paradis as Vice Chairman, and Neal Merritt as Hearing Officer.

The Conservation Office Staff continued their work for the Commission during this fiscal year with Conservation Agent Patrick Gallivan completing six and half years and DMI Administrative Assistant Sandra MacFarlane completing her eleventh year of service with the Commission. The Staff continued to keep the Commission abreast of the latest revisions to State and Federal regulations, including the Wetlands Protection Act, Rivers Protection Act, North River Protection Act, the Acts of 2010 and 2012 Auto Extensions related to Economic Development Opportunities for permittees, and worked with such agencies as Department of Environmental Protection (DEP), Army Corps. of Engineers (ACE), Federal Emergency Management Agency (FEMA), Natural Heritage and Endangered Species Program (NHESP), the North River Commission, and many others. The Conservation Office coordinated with other DMI Offices to simplify the permitting process and the Agent attended many Planning Board and Open Space meetings in an effort to improve the way information is shared among these Boards.

There were a number of Eagle Scout projects started, or completed, under the supervision of the Conservation Office in FY'12. A bridge over a small stream was constructed at Forge Pond Park and clearing for a canoe launch area was begun at the shore of the pond. The Office also worked with Hanover High School to provide a semester long internship for a senior at the high school. This student was able to produce an informational mailing to all Hanover households on wetland protection and she also submitted the required paperwork for certifying a vernal pool to the MA Natural Heritage office.

The Commission and staff continued to be involved in reviewing the possibility of the Rails to Trails project in Hanover; promoting development in the Industrial Way area of the Fireworks District; assisting in efforts to restore the Third Herring Brook by removing failing dams along this waterway; and working with town officials, residents, and developers to promote development of the Interchange District in a manner that best serves the town. Several large

projects were reviewed and approved by Conservation including: the Mall's Assisted Living project, Starland, Dick's Sporting Goods, and Prime Infinity.

During fiscal year '12, the Conservation Commission adhered to their regular schedule of meeting (each first and third Wednesday of the month) which resulted in **24** scheduled meetings. The Commission continued as such until July and August of 2011 when the meetings were posted for the second Wednesday of the month due to summer schedules, and one meeting was cancelled after posting due to a lack of quorum. This resulted in a total of **21** meetings during the fiscal year. During those meetings, **71** public hearings were held for the following types of applications:

23 Notice of Intent applications were reviewed during **48** public hearings resulting in the issuance of **23** Orders of Conditions.

No Abbreviated Notice of Resource Area Delineation applications were received in this fiscal year.

21 RDA applications were reviewed in **22** public hearings resulting in the issuance of **20** Determination of Applicability permits. All of the Determinations issued were "negative" meaning that the applicants could conduct their work as approved without the necessity of going further with the more complex and more costly Notice of Intent application.

The Agent investigated over **two dozen** complaints from residents as well as **14** additional incidents that resulted in **52** enforcement action review discussions during Conservation meetings. The Agent completed **489 site inspections**, and an additional **42 site inspections** were conducted by Ms. MacFarlane. Site visits increased by 10% over the FY'11 totals.

Site inspections were conducted for a variety of purposes such as project review, pre-submittal of applications, storm damage review, pre-purchase information (especially for older homes and foreclosures), and for several homeowners the division of lots into multiple house parcels or retreat lots. Site inspections also served to educate home owners, real estate persons, and others in regard to the type of resource areas on their property, how they should be treated for proper protection and preservation, and some actually resulted in the relocation of proposed structures far enough away from the resource area so that an application did not have to be submitted.

Other site inspections resulted in further savings to homeowners by helping them design projects that required the less costly applications like the Request for Determination or a Minor Activities permit. On the other hand, some property owners who did not confer with a wetland specialist or the Conservation Staff prior to starting projects, were issued Violation Letters and/or Enforcement Orders for working *too close* to or *in* a resource area, which is not allowed by either the Town or the State. The Commission and Staff worked closely with each resident to either replicate the filled wetlands and/or restore any damaged wetlands and their associated buffer zones.

The Commission also reviewed **22 requests for Certificates of Compliance** for completed projects, while requests for extensions of time for incomplete projects approaching their

deadlines were decreased to a single request. This was a result of the State's Automatic Extension Program which offered an automatic 2 year extension period to any permit in effect between the dates of August 15, 2008 and August 15, 2010, as per Senate Bill #2582, c. 240, s. 173, with a very few exceptions. The one extension request that was received and issued, involved an additional third year of extension.

12 requests to review minor changes to approved plans resulted in 16 discussions at public hearings with 6 requests from various community groups and individuals for use of Conservation Parcels for various events such as weddings, fishing derby's, cookouts, overnights, and large family events, and 18 requests for Minor Activity Permits due to downed trees or other minor incidents not requiring a public hearing.

Following is a summary of income for the Department:

Misc. Income (copies, cons. plaques, lot release, bank letters, etc.):	\$409.25
Requests for Certificates of Compliance (with fees- only for OOC's prior to 1993):	\$100.00

Notice of Intent applications and Notice of Resource Area Delineation applications:

\$17,302.50

Request for Determination of Applicability applications:

\$2,100.00

Total Income from Application Fees, Fines, and misc:

\$20,011.75

Commission Members and Staff:

Lou Paradis, Chairman
Lisa Satterwhite, Vice Chairman
Neal Merritt, Hearing Officer
William Woodward, Commissioner
(*vacancy*), Commissioner
Frank Brierley, Associate Member
Keith Calder, Associate Member
Patrick Gallivan, Conservation Agent
Sandra MacFarlane, DMI Admin. Asst., Cons. Office

REPORT OF THE DESIGN REVIEW BOARD

The Hanover Design Review Board provides advisory opinions to the Town's Building Department and to the Special Permit Granting Authorities. We review development plans for building projects to avoid designs that would negatively impact the Town. Our overview covers general design issues such as:

Site organization-building locations, parking arrangements, landscaping, etc

Building massing

Façade treatments

Exterior materials and color choices

Signage

Site lighting

In 2012 The Hanover Design Review Board reviewed plans for:

Prime Motors (new building) 1877 Washington Street, Hanover

Boston Bowl (expansion) 58 Rockland Street, Hanover

Hanover Mall Assisted Living Facility (new building) 1775 Washington Street, Hanover

Starland (conversion) 637 Washington Street, Hanover

Sunoco Station (rehabilitation) 1954 Washington Street, Hanover

McGee Toyota (expansion /new building) 860 Washington Street, Hanover

We encourage developers to begin discussions with us early in their design development efforts and we will make ourselves available for such follow up meetings as may be required during design development. Final designs must be submitted in sufficient detail to enable us to provide the advisory opinions required by the jurisdictional department mentioned above.

Respectfully submitted

Bruce A. Nordstrom, Co-Chairman
William J. Dooley, Co-Chairman
Steven C. Habeeb

REPORT OF THE BOARD OF HEALTH

The Board of Health respectfully submits the following report for the period of July, 2011, through June 30, 2012, to the citizens of Hanover. The current Board Members are: Lynn White - Chair, John Dougherty and Richard Farwell.

The Board meets two times each month and all meetings are posted with the Town Clerk. The office is open Monday, Tuesday and Thursday from 8:00 a.m. to 4:00 p.m., Wednesday from 8:00 a.m. to 8:00 p.m. and Friday from 8:00 a.m. to noon. Anthony Marino, Health Agent, oversees day to day operations of the Health Office, under the umbrella of the Department of Municipal Inspections (DMI). A full time Administrative Assistant, Kim Dixon and Assistant Health Agent Arthur Cuervels and Nancy Funder, Public Health Nurse/Food Inspector staff the office. Nancy Funder is also the appointed milk inspector. Dr. Richard W. Ashburn, MD provides medical oversight to the Board of Health. Staff and occasionally consultants perform inspectional services, which may include; sanitary inspections, food inspections, percolation tests, septic plan review and Title 5 installation inspections.

REVENUE:

Fees for the Board of Health licenses, permits and septic system inspections produced \$98,582.

SEPTIC PERMITS AND TESTS:

Disposal Works Permits:	82
Percolation Tests:	115
Observation Holes:	212
Tight Tanks:	0

LICENSES/PERMITS ISSUED:

Septic Installer	56	Milk	80
Septage pumpers	26	Public/private camps	3
Rubbish collectors	19	Public swimming pools	9
Food	151	Barns/stables	37
Catering/mobile	6	Body Art	1
Frozen food dessert	9	Tanning salon	1
Funeral director	1	Dorms/group homes/motels	13
Tobacco Sales	23	Title 5 Inspectors	35

REGULATIONS:

FOOD

The Board of Health continues to emphasize the important concepts of safe food handling, good personal hygiene, site security and food labeling. Most food establishments are inspected twice a year.

TOBACCO

The Board continues to enforce regulations governing smoking in food establishments and the workplace. We also license and regulate all smoke shops.

BODY ART

Body Art regulations encompass the regulation of tattooing, clarification and body piercing. The Board of Health has one establishment with a Body Art license in town.

SEPTIC

The Board of Health continues to review numerous domestic and commercial septic systems. The Board of Health monitors nine (9) commercial groundwater discharge permits on a monthly basis. This office also monitors the performance of thirty-eight (38) alternative treatment facilities and seventeen (17) non-industrial holding tanks.

POOL AND CAMP

The office continues to inspect and permit all camps, semiprivate and public pools in town. These regulations include requirements for camp facilities, medical information and medical oversight (including immunization histories) on campers and staff and expanded (SORI and CORI) checks on all adolescent, adult staff and volunteers. This year the office permitted three (3) summer camp, seven (7) semi-public pools and two (2) special purpose pools.

DISEASE:

WEST NILE VIRUS/EEE/LYME

An increase in the detection of both West Nile Virus and Eastern Equine Encephalitis in mosquitoes caused great concern for those engaging in outside activities. Precautions regarding protection against the viruses were once again broadcast utilizing the local media outlets.

Information on these diseases are available in the Board of Health office or on the Town of Hanover's website.

EMERGENCY PLANNING:

The Hanover Board of Health Local Emergency Management Plan (LEMP) outlines responsibilities and actions in response to: Infectious disease outbreak, Bioterrorism, Chemical or radiological incidents, public health emergencies and natural disasters or other emergencies requiring assistance from the Hanover Board of Health.

This plan outlines procedures to protect and maintain public health and safety, conduct disease investigation, distribute mass prophylaxis (vaccines and antibiotics) and provide support for other emergency response actions.

Working with the Massachusetts Department of Public Health Region 4B, the Board of Health receives grant funding to further the Towns emergency planning initiatives. Nancy Funder is the 4B representative for the Town of Hanover.

The Hanover Board of Health is continuing to recruit volunteers for a regional Medical Reserve Corps (MRC) who can serve during local emergency health situations in the community. Volunteers will be trained to assist their communities during public health emergencies. Anyone interested in volunteering can contact the Hanover Board of Health.

CLINICS:

The Board of Health offers Mantoux (TB) testing in partnership with the Hanover VNA on an as needed basis. This testing can be required for certain people, such as food handlers, people working with children and college students.

In October and November the annual adult immunization clinics were held. Residents were offered inoculations for flu, pneumonia and tetanus.

The Board held a rabies clinic in cooperation with Roberts Animal Hospital. Ninety-one (91) dogs and cats were vaccinated against rabies.

DISEASE REPORT:

The following cases of communicable diseases and animal bites were reported to the State:

- 29 Communicable diseases (Hepatitis A, B or C, Legionella, Calicivirus)
- 5 Food Borne (Salmonella, Giardia, E-Coli, Campylobacter)
- 33 Tick Borne Illness
- 2 Tuberculosis
- 30 Animal Bites

COMPLAINTS:

- 13 Unsanitary conditions (business)
- 8 Restaurant (uncleanliness)
- 1 Landlord (repairs, etc.)
- 2 Animal complaints (excluding dog bites)
- 4 Debris around business and homes
- 5 Odor

HOUSING:

- 3 Housing Inspections
- 1 Condemnation Order

During the elections that were held in May 2012, Richard Farwell was newly elected for a three year term on the Board of Health.

Respectfully submitted,
Lynn White, Chairperson
John Dougherty
Richard Farwell

REPORT OF THE OPEN SPACE COMMITTEE

The Open Space Committee (OSC) was chartered to ensure that the Town's rural character is maintained and enhanced both through protection of existing resources and acquisitions of new properties.

Voters at the May 2012 Town Meeting approved the naming of the Denham Pond Trails. Responding to citizen's request for better signage and utilizing Community Preservation Committee (CPC) funding, the OSC has installed trail head signs at the Denham Pond Trails, Tindale Bog, Indian Head Trail, Ludham's Ford Trail, French's Stream Trail, Clark Bog and Myrtle Field Trail. Trail markers have also been installed on several trails.

The OSC again participated in Hanover Day in order to better inform Town residents of the trails available to them. Public walks were held at the Colby Phillips Trail, French's Stream Trail, the cross country trails, Cardinal Cushing Property and the Morrill Allen Phillips Wildlife Sanctuary.

Several parcels of open space are currently under consideration for purchase through CPC funding. We are also working with the Rockland OSC to expand trails that extend into Rockland. We continue to work with the Massachusetts Department of Conservation and Recreation to develop the old Hanover Branch Railroad bed into a bike trail.

The OSC appreciates the numerous hours that citizen volunteers have donated in order to build, maintain and mark trails. The committee meets monthly on the first Monday at 7:30PM at the Town Hall and the public is always welcome.

Respectfully submitted,
Harold D. Thomas, Co-Chair
Mary Dunn, Co-Chair
Judy Grecco
Jocelyn Keegan
Wallace M. Kemp
George Mallard
Neal Merritt (Conservation Commission)

REPORT OF THE PLANNING BOARD 2012

The Town of Hanover's Planning Board is charged with administering the approval of Subdivision Plans, Special Permits and Site Plan Approvals in accordance with state statutes and local zoning and subdivision control regulations. In addition, the Board is responsible for establishing the Town's long term Master Plan and ensuring its implementation. The Planning Board regularly reviews and recommends updates to the Zoning Bylaw and Subdivision Rules and Regulations in order to comply with recent state statutes, case law, and the changing needs of the Town. The Planning Board is responsible for making recommendations relative to long-term planning and land use regulation at Town Meeting.

Fiscal Year 2012 brought its own set of challenges due to the uncertain economic climate in the development industry. The Board did see a slight increase in the number of Special Permit and Site Plan requests indicating a positive outlook for businesses in Hanover. The majority of business applications came from the Rte 53 area. The Board has worked with developers and the community to try to keep Rte 53 vital. The expansion of Rte 53 had a lot to do with the increased interest in development along this road and the Board is pleased that this project has finally come to fruition.

Public Meetings & Public Hearings

The Planning Board held **twenty two (22)** meetings in FY 2012 and had **seventeen (17)** public hearings. The Board issued **fifteen (15)** Special Permits and **five (5)** Site Plan Approvals. There were no subdivisions approved again this year, indicating a continuation of the slower growth in the residential market. **Seven (7) new lots** were created through the Approval Not Required process.

Hanover Master Plan – Our Common Future

Copies of the Town's Master Plan recommendations and other related documents are available on the Hanover website. While we hope that all involved citizens will take the time to read these plans in detail, we do not anticipate that any one person will have the time to read the hundreds of pages they comprise. Recognizing that your time is limited, and your need for immediate and concise access to the recommendations and guidance of each of these plans we have provided copies of the **key recommendations** of these plans for public access on the Town Website 24-7 at the following URL:

<http://www.hanover-ma.gov/plan-summaries.shtml>

The Master Plan is a 10-year guidance document prepared by the Hanover Planning Board and staff for use by all Town Boards and Departments. The purpose of a Master Plan is to coordinate the actions necessary by all Town agencies to fulfill a defined vision of the community's future.

Each of these plans provides a statement about how Hanover can utilize all its resources to improve the quality of life in this Town. Advance planning prevents haphazard decisions and

development, increases efficiency of resources and ensures that the Town is working (collectively) in the right direction.

We trust these summary documents will be of some assistance and look forward to working together on the “implementation” phase of each plan. If you have any questions regarding these plans, please contact Margaret Hoffman, Assistant Town Planner at (781) 826-7641 or planning@hanover-ma.gov .

Special Thanks

The Board would like to take this opportunity to express its gratitude to the residents of the Town and to the various Boards, Commissions, Departments, Town officials and employees for their cooperation, support and assistance throughout the year in ensuring that Hanover remains a Town in which we can all take pride.

The Planning Department has been fully incorporated into the Department of Municipal Inspections. The Board wishes to thank Audrey Baressi, Administrative Assistant and Margaret Hoffman, Assistant Town Planner for their continued support throughout the year

The Planning Board looks forward to FY 2013 to continue the work of keeping Hanover a viable and livable community.

Respectfully submitted,

PLANNING BOARD

Richard DeLuca, Chairperson
Kenneth Blanchard, Member
Anthony Losordo, Member
Lou Paradis, Member
Jeff Puleo, Member
Bernie Campbell, Associate Member
Meaghan Neville-Dunne, Associate Member

REPORT OF THE BOARD OF PUBLIC WORKS

The mission of the Department of Public Works is to protect, preserve, improve, and manage the Town's infrastructure and related assets. This infrastructure includes the Town's roadway and drainage networks, cemeteries and parks, transfer station, water distribution system, and water treatment plants. The Department employs 40 full-time and ten seasonal or part-time employees. Public Works employees are either working or on-call 24 hours a day, seven days a week, 365 days a year to respond to any infrastructure related challenges that may arise.

The Board of Public Works would like to recognize Nancy Jacobson who retired after 25 years as the administrative assistant to the Director of Public Works. We would also like to recognize Paul Silvia who retired as the mechanic foreman. We wish Ms. Jacobson and Mr. Silvia well in their retirement.

Barry Parfumorse was promoted to the position of mechanic foreman, Kevin Coleman was promoted to the position of skilled water distribution mechanic in the water distribution division and Kimberly Leigh promoted to the position of Kids Klub Director in the recreation division in FY 12. Due to several resignations, Andrew Wencek was hired as an equipment operator in the highway division, Brian Lane as a laborer in the water distribution division, Gardner Blythe as a skilled equipment operator at the Transfer Station, John Moore as an equipment operator in the public grounds division, David Smith as a mechanic in the mechanic division, and Megan McCarthy as a secretary in the administration division.

The change to a Town Manager form of government which was implemented in August of 2010 drastically changed the role of the Board of Public Works. Most of the duties of the Board were transferred by the enabling Town Manager statute to the Town Manager. The Board of Selectmen retained the water rate setting authority. The Town Manager subsequently delegated many of the day to day roles to the Director of Public Works while retaining oversight authority. The Board of Public Work's role has become one of advisory in nature. The Director of Public Works has asked the Board to meet periodically to discuss general public works policy and to advise him on water abatement decisions and other situations where residents are unhappy with decisions that have been made. While DPW staff is busy on a day-to-day basis responding to the operation and maintenance needs of the Town's infrastructure, they need feedback on the issues that are important to residents. The Board of Public Works welcomes your feedback on any town issue and will communicate your thoughts to both the Director of Public Works and to the Town Manager. The Director of Public Works also welcomes residents to contact him and speak their mind on the issues that are important. We don't always have the resources to solve every problem, but will consider your concerns and do the best we can to meet your expectations.

The DPW is organized into operating divisions. As we have done in the past, what follows is a brief description of the activities of these divisions for the fiscal year.

PUBLIC WORKS AND WATER ADMINISTRATION

The public works and water administration divisions provide overall budgeting, planning, accounts payable, payroll, water billing, public bidding, and general administrative support for all DPW operations. In addition, the divisions handle hundreds of telephone calls and email a year and are responsible for issuing roughly 21,000 water bills and 8,000 transfer station stickers annually.

The administration division continues to assist the Parks and Recreation Committee in managing the development of the Forge Pond Park which is being built on King Street adjacent to Forge Pond. The multi-purpose soccer/lacrosse fields were opened for limited service in the fall of 2011. The fencing for the baseball and softball fields was installed in the winter and spring of 2012. The fields have been an overwhelming success which is stressing the new grass. We ask residents for patience as the native soils do contain weed seeds that will take some time to get completely under control. We expect that irrigation and fertilization will allow the grass on the baseball and softball fields to thicken over time, choking out the weeds. Unfortunately, we are struggling with how to control parking at the site and ask residents to use one of the designated parking areas rather than parking along the roadways. Parking in the parking lots will keep the site line on the roadway open, making the park safer for all of its users.

In an effort to increase efficiency and enhance customer service, the Department applied for and received a \$46,000 Community Innovation Challenge Grant from the Commonwealth of Massachusetts in 2012. This grant will allow us to increase efficiency by pushing technology out into the hands of our field crews as well as enhance the use of our work order software. In addition, the grant contains funds to implement a smart phone application to allow residents to report problems and concerns to the DPW through their phones and funds to develop websites to report the activities of the newly formed centralized maintenance organization described below under facility maintenance. This work is expected to take place in the summer and fall of 2012. We hope that the smart phone application and web sites will open a dialogue with residents and allow residents to become better informed as they make future choice about the maintenance of both their traditional horizontal infrastructure (roads, bridges, etc...) and their vertical infrastructure (buildings).

The Department currently hosts a website, www.hanoverdpw.org, which describes departmental operations. The site is in its infancy and will be expanded as we learn the types of information that are important to our residents. We ask for your patience as this work is being accomplished with existing staff and we are just learning the best ways to focus our efforts in this venture. We expect to develop a presence in social media in the near future as a means of providing timely information to residents and business that may be impacted by or have an interest in our operations.

HIGHWAY

The highway division maintains the Town's network of roads and drainage systems, including all related structures such as sidewalks, shoulders, pavement markings, and street signs. The division is responsible for roughly 85 miles of roadway, 35 miles of sidewalks, and 55 miles of

curbing. The drainage system contains roughly 2,800 catch basins, 1,300 manholes, and numerous miles of drainage pipe. The exact number of signs is not known.

The road program was quite busy in FY 12. The summer of 2011 started with the complete full depth reconstruction of West Ave, including the addition of drainage and the construction of a new sidewalk on the easterly side of the road, linking the sidewalk on and neighborhoods off Pleasant Street with the sidewalk on Cedar Street. The department also leveled and overlaid the Cedar School driveway and constructed a sidewalk along the easterly side of the driveway, providing better access for the facilities at the new Hanover High School. Meadowbrook Road, Davis Street, Deborah Road, Jay's Lane, Brookbend Road, Rawson Road, Evergreen Lane, and Tyler lane were leveled in the fall of 2011. Clark Circle, King Hill Road, Brigg's Lane, Briarwood Drive, Tilden Lane, and Stockbridge Road were leveled in the spring of 2012. Meadowbrook Road, Davis Street, Deborah Road, Jay's Lane, Brookbend Road, Rawson Road, Evergreen Lane, and Tyler lane were topped in the spring of 2012. In addition Old Forge Road, Wilder Lane, Industrial Way, Heritage Way, Ames Way, and Pat Road were leveled and overlaid in the spring of 2012. The department put out to bid reconstruction contracts for Mayflower Circle, Studley Lane, and Longwater Drive. This work, along with sidewalk and curbing work on many of the streets that were leveled in the spring will proceed in the summer of 2012. All of the work was funded through the roadway debt exclusion article passed at the May 2011 Town Meeting.

Work on the Hackett's Pond Dam progressed in FY 12. We reported last year that the project had stalled due to insufficient funds. We regrouped and hired Amory Engineers to take a fresh look at the project. Based on this review, the engineers revised the hydraulic modeling of the structure and developed a simplified plan to repair the structure. We expect this plan to receive state and local permits in the summer of 2012. Should this happen, we will request funds to complete the work at the May 2013 Town Meeting with the goal of completing the repairs in the summer of 2013.

We report again this year that storm water management continues to be a topic of great concern to the Board of Public Works. Like all other communities of our size nationwide, we are under a mandate under the Federal Clean Water Act to reduce the amount of pollutants entering the rivers and streams in our community as a result of our storm water system. As Hanover has built up, the margin of error for the failure of the storm water system has grown smaller and smaller. We are seeing more frequent incidences of flooding as a result of greater impervious area, not only in Hanover but also in the communities to the north and west of Hanover which partially drain through Hanover. The extreme flooding that occurred in March of 2010 is an example of stress on the Town's drainage systems. In addition, as some of the subdivisions built in the 80's and 90's start to mature, the retention ponds that were built to support these subdivisions are starting to fail due to improper maintenance. In general, the basins were designed to be maintained by homeowner's associations that were supposed to have been formed by the residents of each subdivision. This has with few exceptions simply not happened. As time goes on, we expect that the state or federal government will most likely mandate the formation of storm water utilities whose specific purpose will be to adequately maintain the storm water network. Such utilities are typically supported through user fees based on the amount of impervious area on each property. This activity is currently beyond the existing resources of the

DPW. As a result we respond to problems as they come up but are unable to completely and adequately manage this infrastructure within current funding sources.

As we have done in years past, we wish to remind residents who live along drainage ditches and streams that these ditches and streams are an integral part of the Town's drainage system. Encroachment by abutters, often as simple as a leaf pile, grass clippings, or brush placed near the bank of a stream, narrows the capacity of the stream, causing backups and often flooding upstream. Children's toys and plastic buckets that find their way into the streams can cause similar problems. We ask residents to help themselves and their neighbors by keeping these streams clear. Please notify the Department if you see any buildup of debris near a drainage inlet, outlet, or culvert pipe in your neighborhood.

The total cost of highway operations in FY 12 was \$478,696.

SNOW AND ICE

FY 12 was an extremely slow snow and ice season with two plowable storms and eight salting runs at a total cost of \$160,573. A "normal" year is typically four to five plowable storms and 25-30 salting runs.

Salt prices have remained stable over the past two years as a result in our ongoing participation in the state salt contract. This coupled with our efforts to reduce the quantity of salt applied to roads has allowed us to somewhat control our costs. We purchased 1,100 tons of salt in FY 12.

A single round of salt applied to the Town's roads, including labor costs, is approximately \$6,500. The Department's snow and ice managers participate in ongoing continuing education programs offered by various agencies such as the Federal Highway Administration and Mass Executive Office of Transportation to learn ways to manage snowstorms at lower costs while still achieving the same results. By applying some of the lessons from these programs to our operation, we have been able to reduce our salt usage by 40-45% without a noticeable reduction in the level of service. However, this reduction requires greater oversight by storm managers of the weather conditions and application rates, as well as proper timing of the applications. We feel we are ahead of the curve in these areas, reducing the quantity of material used per lane mile while still achieving the goals of the Board's "black road" policy.

The Board of Public Works understands that Hanover is a bedroom community and the residents have a desire to get out of their houses to get to work shortly after a storm. Like most of the surrounding communities we maintain a "black road" policy. This aggressive snow and ice control policy is quite expensive to maintain and requires the use of up to 40-45 contract plows to supplement our own 20-25 pieces of equipment for every storm. The cost of a 3 inch or more snow storm is \$3,500-\$5,500 per hour with a typical snow fighting effort lasting 12-15 hours and sometimes longer. The heavy use of deicing chemicals also takes its toll on vehicles, drainage structures, and the environment. These additional costs are impossible to quantify. Finally, accumulated compensatory time in lieu of overtime as optionally provided for under the federal Fair Labor Standards Act reduces productivity across the entire Department in the late spring and

summer as employees take well-earned time off. We have increased the use of contract plows in the past few years to reduce the wear and tear on Town equipment. This shift is an acknowledgement that capital funds for vehicle replacement are simply not available. We are therefore trying to extend the life of our existing equipment. A secondary benefit of additional contract plows is a reduction in the stress that long duration storms place on Town employees. The DPW does have an aging workforce and long duration storms take their toll on our personnel. Nevertheless, town workers are solely responsible for all salting operations and are fully engaged from start to finish on all plowing operations.

Despite the ongoing costs, the Board of Public Works will continue to advocate for a “black road” policy as long as it continues to be a priority for the residents. We are, however, starting to see the Commonwealth of Massachusetts reduce its level of service regarding snow and ice control, especially on the overnight hours when traffic is reduced, and this may pave the way towards similar reductions on the local level as attitudes evolve.

The Board of Public Works wishes to remind residents that the Department needs to fully clear roads from edge-of-pavement to edge-of-pavement to ensure adequate access for public safety vehicles and to ensure that there will be adequate room, especially in January and February, for the next storm that may come through. This policy is largely driven by the need for emergency vehicles to have access to and staging areas in front of houses should the need arise. The result is a policy similar to that of the Massachusetts Highway Department regarding snow plow damage. The Town is not responsible for damage to mailboxes, fences, shrubs, etc... that is within the layout of the road as a result of the snow removal operation. The road layout, which varies from street to street, typically extends 5-8 feet past the edge of the pavement. The vast majority of snow damage is caused by the weight of the snow coming off of the plow. We do actively monitor the performance of our employees and contractors and strive to try to have supervisors investigate all reports of damage to ensure that damage isn't the result of reckless behavior.

We understand the need to have mailboxes close enough to the road to ensure that mail will be delivered by the U.S. Postal Service. We recommend placing mailboxes 18-24 inches off of the curb line where they will be typically far enough away from the road to avoid being hit directly by a plow and still be accessible to the mail carrier.

The Board of Public Works asks those of you who have private plows to not plow your snow into the street. This also extends to those who use snow blowers. Not only does this create a hazard to the traveling public but it also increases the Town's costs as it often forces us to go back and replot streets that have already been cleared and treated with chemicals. In addition, we caution you to keep your children and pets away from the side of the road and the snow banks when plows are in the area. Visibility during a storm is typically very poor and road conditions are such that it is very difficult for a snow plow to stop quickly on an icy road.

Snow removal is a strenuous and stressful task for all of those who are involved. Our focus is public safety. While storms may leave you frustrated, we ask you to be considerate and to understand that drivers simply can not pay special attention to your driveway or mailbox as there are 5,000 driveways and 5,000 mailboxes that line the Town's streets. The Board of Public

Works thanks our plow operators for their efforts so that the rest of us can lead our lives during the winter with minimal disruption.

PUBLIC GROUNDS AND CEMETERIES

The public grounds division maintains the Town's three cemeteries, the Town's athletic complexes including Ellis Field, Myrtle Street Playground, B. Everett Hall Field, Gallant Field, Briggs Field, and Forge Pond Park, as well as the grounds of the Library, the Stetson House, the Luddam's Ford site, fire stations, and the DPW facilities. School department personnel maintain the fields behind and adjacent to the schools with the exception of the fields behind Sylvester School and Center School which are now maintained by the DPW. The public grounds division also maintains an active tree and roadside brush control program around town. All told the division operates and maintains approximately 88 acres of facilities with a staff of 5 employees and is assisted in its larger projects by employees of other DPW divisions.

The Board and the DPW's employees take pride in the condition of the playing surfaces and will continue to work hard in the future to work with the Parks and Recreation Committee and local groups to provide residents with high quality recreation facilities. We are quite concerned, however, that while we are excited that the number of parks has increased and the usage of the parks has increased, the resources and time that are available to the public grounds staff to maintain the facilities has not increased. We are unfortunately on a collision course between needs and available resources. Without an increase in resources, whether that is through the tax rate or through user fees, we do expect that the quality of service we provide will have to be scaled back over time.

A total of 44 graves in 17 lots were sold in the Hanover Center Cemetery in FY 12. The cemetery staff accommodated 70 internments including cremations. Overall, the cemetery operation took in \$73,983 in revenues in FY 12. This is down from FY 11.

The Board of Public Works thanks the department staff and the residents whose efforts make the Hanover Center Cemetery such a beautiful venue for the Town's annual Memorial Day Observance.

The total cost of public grounds and cemetery operations in FY 12 was \$339,672.

TRANSFER STATION

The transfer station division continues to offer a cost effective means of handling the Town's solid waste needs. Through the recycling efforts of the residents, a significant percent of the total waste handled by the Town was diverted to recycling programs. Not only do these programs remove much of the state banned wastes from the waste stream, they significantly reduce the cost of operations as the cost of trucking and disposing of the recycled items is well below the cost trucking and disposing of the mixed waste that ends up being thrown in the main pit.

The overall amount of waste handled by the transfer station was down slightly in FY 12. The table below summarizes the amounts of various categories of waste for the past three years.

	FY 10 tons	FY 11 tons	FY 12 tons	% Change FY 11 to FY12
Mixed Waste (main pit)	4,539	4,501	4,525	0.5%
Construction and Demolition	1,096	947	979	3.4%
Bulky Furniture	183	144	131	-9%
Paper	456	419	382	-8.8%
Cardboard	331	337	315	-6.5%
Plastic	88	88	80	-9.1%
Cans	19	18	13	-27.8%
Glass	132	140	139	-0.7%
Metals	337	275	240	-12.7%
Other Recyclables	237	202	197	-2.5%
Yard Waste (estimate)	1,700	1,700	1,700	0%
Total Solid Waste	9,118	8,771	8,701	-0.8%

The approximate cost per ton, including labor and overhead for each of the components of waste was as follows: mixed waste - \$127.55, construction and demolition - \$130.68, bulky waste - \$209.13, recyclables - \$45.21, yard waste - \$5.29. The cost of mixed waste is up slightly due to increased transportation costs. All other costs are similar to those of FY 11. The recycling costs are largely due to the labor and overhead associated with the recycling programs. Many of the recyclables have no trucking or disposal costs and in fact generate revenues.

The DPW's brush and compost piles located on Ames Way are considered part of the Town's solid waste operation. These piles divert waste which many years ago was handled through back yard brush and compost piles. As time has gone on, this type of waste found itself into landfills and incinerators as residents statewide did not want to have piles in their yards. To combat the growing problem, the state somewhat mandated that communities offer brush and compost piles to divert such waste so it could be recycled. The Town's brush pile costs \$5,000 to process in FY 12. The compost pile cost nothing in FY 12. Residents are urged to utilize extreme caution and to drive slowly when entering the highway facility as this is an active highway maintenance facility. In addition, residents are reminded that both piles may be closed at times for maintenance and are not open during or shortly after snow storms.

The Board of Public Works wishes to remind residents that the Town does have a mandatory recycling bylaw. In addition, State regulations ban recyclable materials from landfills. The Board encourages residents to take full advantage of the recycling opportunities so tax dollars that are literally thrown away with the solid waste can be used for more constructive purposes.

Total revenues from solid waste operations in FY 12 were \$146,778, up from \$145,338 in FY 11. Total expenses associated with the Town's solid waste operation in FY 12 were \$813,195, up from \$774,181 in FY 11.

WATER TREATMENT

The water treatment division maintains and operates the Town's three water treatment plants and nine wells in four well fields. Overall, the treatment division produced 475,003,714 gallons of water during the fiscal year.

Electrical costs account for 23 percent of the treatment expenses. Chemicals account for 15 percent. Any change in either of these two items has a significant impact on the treatment costs. We are constantly looking for ways to stabilize these costs. Labor costs also play a significant role in the water treatment operation, accounting for 38 percent of our operating costs. We continue to be hampered by a local and a nationwide shortage of licensed water treatment operators. We continue to look for ways to automate treatment operations to control labor costs and increase reliability of the facilities.

The Department processed 115.1 million gallons of water through the Broadway Treatment Plant in FY 12 at a cost of \$2.36 per thousand gallons. The Beal Plant processed 90.9 million gallons at a cost of \$2.31 per thousand gallons. The Pond Street Plant treated 248.7 million gallons at a cost of \$2.86 per thousand gallons. Overall, the cost of producing water is up slightly due to increases in maintenance costs and lower volumes produced over which to distribute fixed overhead.

We wish to remind residents that Hanover receives all of its drinking water from that which falls from the sky and sinks into the ground. The Town is limited by the Commonwealth of Massachusetts in the amount of water we may withdraw from the ground over the course of the year. This limit, known as our Water Management Act permit amount, is designed to protect the region's rivers and streams from being pumped to dangerously low levels by area water suppliers. The Town is at our Water Management Act ceiling as a result of new development and the over watering of lawns. Increasing regulation at the state level to protect the environment will force mandatory water bans in the future. We encourage the use of conservation measures including environmentally friendly landscaping techniques to minimize the outside use of water. The Department continues to partner with the North and South Rivers Watershed Association (NSRWA) in co-sponsoring their Greenscapes program. Details of this program are available on the NSRWA's website at www.nsrwa.org. We encourage you to visit this website as well as those of the Environmental Protection Agency (EPA) (www.epa.gov) and the American Water Works Association (www.awwa.org) to learn more about drinking water.

The total cost of water treatment operations in FY 12 was \$1,240,269.

WATER DISTRIBUTION

The water distribution division manages and maintains roughly 110 miles of water mains, a thousand fire hydrants, over a thousand distribution system valves, and approximately 5,000 water services. This year the division performed five emergency repairs of water breaks, replaced three hydrants, installed one new water service, supervised the installation of eleven new meters on services installed by contractors, performed annual flushing of the Town's fire hydrants and water mains, and continued with the ongoing testing, repair, and replacement of

water meters. In addition, the division maintained an aggressive program of testing of backflow prevention devices, performing 475 tests on 303 devices to ensure and protect the integrity of the distribution system from cross contamination. Finally, the water distribution division performed approximately 21,000 water meter readings.

The water distribution division continued its program of installing radio read water meters. The current count is 807 meters. As we reported last year, the conversion to radio read meters is a natural progression of the Town's meter automation efforts that started in 1988 which we hope will help us perform the 21,000 meter readings we do annually in a more efficient manner.

The water distribution division managed a contamination event in the water distribution system in September and October of 2012. Routine testing of the water supply which is done weekly on numerous sites around town picked up bacterial contamination on the small Union Street standpipe as well as at several other testing sites around town. The tank was immediately taken out of service and the Massachusetts Department of Environmental Protection (DEP) was notified as the levels of contamination exceeded state standards. Based on the instruction of Mass DEP, a "boil water" order was not required but the Town did notify the public of the contamination, increased chlorine levels in the distribution system, and flushed the system to draw chlorine to the far reaches of the system. The tank in question was drained, inspected and disinfected. The other standpipes were also inspected. We were unable to identify any obvious source of contamination. We did, however, contract the services of an outside engineering firm to review our operations and our response and to develop a plan for future actions to minimize the potential for contamination. We are in the process of implementing the recommendations of this review.

The total cost of water distribution operations in FY 12 was \$515,060.

FACILITY MAINTENANCE

The DPW took over operational responsibility for the custodial and maintenance services at all non-school facilities on July 1, 2011. This change was a precursor to the overall centralization of maintenance for all facilities, including those operated by the School Department, which will happen on July 1, 2012. Over the course of FY12, the Director of Public Works and the Facilities Engineering Manager worked very closely with the Town Manager, the Superintendent of Schools, and the School Business Manager to develop a plan to implement the transition to a centralized maintenance organization for all facilities. This organization resulted in the creation of an organization within the Department of Public Works called the Building Operations Group with one division, the Custodial and Maintenance Division. We anticipate the Building Operations Group will grow over time to meet other facility management goals such as the management of capital projects, energy management, and building automation systems.

The total cost of facility maintenance operations in FY 12 was \$363,386 which represents custodial labor at the Town Hall, Police Station, Library, and Senior, the salary of the Facilities Engineering Manager, and the direct expenses of running the Town Hall.

RECREATION

As reported last year, the change to a Town Manager form of government resulted in the DPW Director taking over day-to-day oversight of the Town's recreation staff and programs, including the popular summer programs. The Recreation Administrator, who manages day-to-day recreation activities, has been fully integrated into the management staff of the DPW, resulting in greater coordination between the recreation programs and the ongoing maintenance needed to support these programs. Recreation policies are still determined by the Parks and Recreation Committee and as such we will defer the detail discussion on the recreation programs to the Parks and Recreation Committee's report. However, we would still like to recognize that the recreation program is a \$400,000 to \$600,000 program with one full-time administrator and approximately 60 summer recreation employees. As the program changes over time, it does change the activities of other DPW divisions. The greater use of recreation fields has strained the public grounds division and we will likely seek additional personnel in the near future to meet the ever challenging needs and the desires of the Parks and Recreation Committee and organized athletic groups for well maintained facilities. The recreation division operates out of the Recreation Center at 624 Circuit Street.

LAND DEVELOPMENT

The Department provides inspectional services of new subdivisions to ensure the infrastructure under construction is built to the specifications of the Planning Board's Rules and Regulations for Subdivisions. This is an on-going process as projects sometimes take multiple years to complete.

The Department is currently monitoring five projects that are under construction. Several of these are substantially complete with only minor items remaining before they will be ready for street acceptance.

In conclusion, the Board recognizes the dedication of its employees who continue to respond whenever they are asked to solve whatever challenging problem they are asked to solve, regardless of the time of day, the day of the week, or the weather. Public works organizations nationwide take pride in making things work with whatever resources they have available, and the Hanover DPW proudly subscribes to this operating philosophy. Our goal is to accomplish our mission with as little fanfare as possible and our employees make this goal a reality. We once again ask residents to personally acknowledge the efforts of these individuals as they see them around town.

Respectfully submitted,

Board of Public Works

Louis N. Avitabile, Chairman
Edward P. Ryan
John L. Benevides

REPORT OF THE HANOVER PARKS AND RECREATION COMMITTEE

Organized under General Town Bylaw 4-18, the Parks and Recreation Committee is the policy board charged with developing goals, objectives, policies and programs with respect to the recreational facilities of the community, including the Bandstand. The reorganization to a Town Manager form of government in August of 2010 placed day-to-day oversight of recreational staff and activities under the direction of the Director of Public Works. Recreational programs are now a major program of the Department of Public Works, run by the Recreation Administrator. The recreation programs employ approximately 60 seasonal playground workers. The Recreational Administrator and Director of Public Works work closely with the Parks and Recreation Committee and Town Manager to ensure that the goals of the committee are met.

The Hanover Parks and Recreation Program is dedicated to providing active and passive recreation opportunities for people of all ages through the use and enjoyment of the town's extensive natural land, parks, and water resources. While our major programs occur in the summer, we do develop, promote, and oversee year-round programs and activities with our neighboring communities and business partners to stimulate good health, lifelong learning and a sense of community among our citizens bringing recreation to everyone. We are dedicated to meeting the diverse needs of residents of all ages as well as the preservation and maintenance of open space.

BUDGET

The primary operation of the Recreation Program falls under a revolving fund for 100% self-supporting programs which have no direct cost to the taxpayers. During FY 12, the Recreation Program was able to generate income to run all three summer programs. Via this financial methodology, program participants underwrite 100% of the costs to run all of our programs.

The Recreation Program found a permanent home in FY 11 in the old Senior Center at 624 Circuit Street. Start-up costs to transition this building to a recreation center as well as on-going operation and maintenance costs severely stressed the recreation revolving fund in FY 12. We plan to implement a restructuring of our fees as well as strict cost controls in our FY 13 programs to ensure that our programs will remain reasonably priced while at the same time remaining fully self-sustaining and not becoming a burden on the Town's General Fund.

RECREATIONAL PROGRAMS

2011 Summer Park and Rec and the smaller **Teen Extreme** and **Kids Klub Programs** were huge successes in FY 12. The combined programs serviced roughly 500 families. We thank the Hanover School Department for allowing the Park and Rec program to utilize school buildings on rainy days. We would like to thank Center School Principal Jane DeGrenier, School Business Manager Joanne McDonough, and Superintendent of Schools Dr. Kristine Nash for this opportunity. We would also like to thank all the DPW employees who kept our fields in perfect condition for the children, maintaining the fields and facilities. Enrollment was very good during the summer. Our programs gave parents and guardians a cost effective, fun and safe place to

send their children during the summer months. We had many returning staff members and some new faces to add to our team.

Hanover Parks and Recreation registration was approximately 85% online. Many programs still use in person registration for convenience, but most of our programs are using online registration.

Fall programs included the continuation of our popular summer program Kids Klub Playgroup, Rec Center Programs (Rec Center Afternoon, Parents Night Out, Holiday Parties and Fun Days) the babysitting class, Adult Zumba, Halloween Party, Photography Classes, Yoga Classes, Nutrition Classes and a Run Club.

Winter programs continued to offer ski lessons at Blue Hills, which worked out very well with splitting the buses with surrounding Towns. We continue with all our Fall Programs adding a Cooking Class.

Spring programs included a wide array of programming for residents interested in outdoor activities. We hold seasonal outdoor programs free to our community such as our Egg Hunt. Many Fall and Winter Programs continued such as our Kids Klub Playgroup.

The Hanover Parks and Recreation is grateful for the use of the Hanover Police Boys Club, Hanover Schools and Luddams Ford Park to run some of our programs this year.

BANDSTAND

The department with the help of Paul Ketchen plans and coordinates the ten week Summer Concert Series, a wide range of quality musical performances for the benefit and enjoyment of the entire community. Our season traditionally begins with a concert on Hanover Day and continues through Labor Day. The staffs of the Department of Public Works and the Police Department provide important assistance for which we are very grateful.

While the performances are free to the public, the actual cost to present the Concert Series was approximately \$5,200, funded through various sources.

MASTER PLAN

Forge Pond Park (King Street Fields) was very active over the course of Fiscal Year 2012. Forge Pond Park continues to be a popular walking and running location for residents of Hanover and surrounding towns. We continue to work on our beautiful design including 3 baseball, 3 softball, and 3 multi-purpose fields, a pavilion, concession stand, playgrounds, and over a mile and half of walking trails. Weather permitting, the multi-purpose fields are expected to open for use in the spring of 2013. We would like to thank the DPW employees for their continued hard work on the project.

The Parks and Recreation Committee wishes to acknowledge the many individuals, schools, sports groups, civic and business organizations, town boards, committees, and departments who have lent their support and assistance in our efforts to best serve the recreational needs of residents of all ages. While too numerous to mention none are forgotten and all are sincerely appreciated. We pride ourselves on working cooperatively with other organizations and groups in town.

Mike Tivnan, Chairperson
Catherine Harder-Bernier, Vice-Chairperson
Amy Perkins, Secretary
Kristen Bishop
Chris Brown
Harry Dunn
April Manupelli
Lauren Devine, Recreation Administrator



On the Bridge overlooking Factory Pond – Photograph courtesy of Jim Pierotti

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Special and Annual Town Meeting, Monday, May 7, 2012

MODERATOR CALLED THE SPECIAL TOWN MEETING TO ORDER AT 7:30 P.M. WITH
A QUORUM OF 212 REGISTERED VOTERS

Barbara Itz motion “to wave the reading of the articles for the special town meeting”

SO VOTED UNANIMOUSLY

ARTICLE 1. To see if the Town will vote to appropriate from available funds the sum of \$10,000.00 to be expended towards a Professional Fireworks display for the Cultural Council’s Hanover Day Nighttime festivities, an additional \$5,000.00 in funds shall be raised by the Cultural Council, said funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

We move that the Town vote to not accept this article and take no further action.

Commentary: *In these tight financial times expending taxpayer funds for fireworks is not in the Town’s best interest.*

Moderator called for the counters to be sworn in and the Clerk swore in the following:

THERESA DELAHUNT, 125 RIVER RD.

MAURA DOWLING, 72 ROSARIA LANE

KENNETH EVANS, 481 KING ST.

CATHERINE HARDER-BERNIER, 143 MAPLEWOOD DR.

JAMES HOUSLEY, 65 FRANK’S LANE

The motion not to accept article 1 is defeated

YES

NO

82

122

New Motion by Chris Martin

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“I move that the Town appropriate from available funds (FY2012 snow and ice account) to provide a professional fireworks display for the Cultural Council’s 2012 Hanover Day festivities”

John Barry (Board of Selectman) amends the motion to add the wording “provided that said funds shall not be expended unless \$5,000 is raised through private fund raising for such display, said funds to be expended by the Town Manager for the purposes approved by this Town Meeting.”

Amendment Passes

Mr. Martin’s Motion as amended

SO VOTED

Moderator adjourned special town meeting at 7:58

Annual town meeting called to order at 8:05

Boy scouts troop 1 and 38 presented the colors and then lead the Town Meeting in the Pledge of Allegiance

Next the moderator introduced the high school Vox vocal group to sing “the National Anthem”

Babara itz was introduced to speak on behalf of the food pantry
And its annual drive on May 12th in conjunction with the post office.
She requested that no out of date products be donated and that single serve goods also not be given as they take up too much space. She also thanked all who came to the pantry’s aid after the hurricane with both food and money (gift cards) as the food pantry was depleted.

Mrs. Itz next made a motion to wave the reading of the articles at the annual town meeting

So voted unanimously

Maureen Elliott made a motion at 8:17 to adjourn Annual Town Meeting and to go back to the Special Town Meeting.

SO VOTED

SPECIAL TOWN MEETING revisited

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ARTICLE 2. To see if the Town will vote to hire an independent consultant to conduct an Operational Management School Audit to evaluate and identify inefficiencies in school operations and finances and that to fund said consultant, appropriate from available funds, the sum of \$80,000, or another sum, or take any other action relative thereto.

To enable this process, a School Oversight Management Committee will be established. This Committee will consist of five members, including: School Committee (1), Board of Selectmen (1), Advisory Committee (1), Hanover Student First (1) and member at large (1) appointed by the Town Moderator. If any of these committees fail to make said appointment to the School Oversight Management Committee within 35 days of the vote of this town meeting, then the Town Moderator will make said appointment from the appropriate committee to fill such vacancy. The purpose of this committee will be to identify specific goals, objectives, deliverables and timeline within a formal RFP, which will fulfill all procurement requirements. The Committee will review the proposals. The Town Manager will award the contract as provided for under the Town Manager Act. The Committee will also assist in providing the necessary information to the consultant and submitting the final report. The process for this audit will begin immediately upon approval with an interim report provided to the committee and Town Clerk after 6 months and a formal report submitted to the 2013 Town Meeting.

By Petition: Kristen M. Dailey
Shey O' Grady
Courtne Graybill
Alison DaSilva
Anne Logan

We move that the Town vote to hire an independent consultant to conduct an operational management school efficiency study in order to evaluate and identify inefficiencies in school operations and finances and to include the Town as it relates to the schools and that to fund said consultant, transfer \$40,000 from the FY 12 Snow and Ice Account.

To enable this process, a School Oversight Management Committee will be established. This Committee will consist of five members, including: One (1) member of the School committee as designated by the committee, One (1) member of the Board of Selectmen as designated by the Board, One (1) member of the Advisory Committee as designated by the committee, and two (2) members of the general public to be appointed by the Town Moderator. If any of these committees fail to make said appointment to the School Oversight Management Committee within 25 days of the vote of this Town Meeting, then the Town Moderator will make said appointment from the appropriate committee to fill such vacancy. The purpose of this committee will be to identify specific goals, objectives, deliverables and timeline to be incorporated into a formal Request for Proposals in order to fulfill all procurement requirements. The committee will review the proposals and make a recommendation to the Town Manager as the Chief Procurement Officer. The Town Manager will award the contract as provided for under the Town Manager Act. The Committee will also assist the consultant with information in order to facilitate the study. The process for this study will begin immediately upon approval with an interim report provided to the committee and Town Clerk after 6 months and a formal report submitted to the 2013 Town Meeting.

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Commentary: *The efficiency study will identify areas of deficiency and consolidation. The study will potentially support changes that will create efficiencies in order to enhance education. We looked at a report completed for another school district and the cost was \$54,000. That study was more than what the town requires, therefore, we felt that \$40,000 was enough to accomplish this goal.*

Catherine Harder-Bernier Motion to Amend the main motion “I move to strike the Advisory Committee member and increase the Moderator appointments to three(3).”

SO VOTED

Anne Logan Motion to amend the amended Main motion “I move to increase the funding to \$50,000.”

Mrs. Logan’s Motion to amend the Main Motion as amended Fails

Main motion as amended by Mrs. Harder-Bernier’s amendment

SO VOTED

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INDEX OF ARTICLES FOR ANNUAL TOWN MEETING 2012		
Article #	ISSUE	SUBMITTED BY
1	Accept Reports in Annual Town Report	Advisory Comm.
2	Hear and Accept Reports of Committees	Advisory Comm.
3	Authorize Treasurer to Accept Trust Funds	Treasurer/Selectmen
4	Authorize Treasurer to Dispose of Tax Title Land	Treasurer/Collector/Selectmen
5	Enter into Compensating Balance Agreements	Treasurer/Collector
6	Assume Liability to Allow State DEP Work	Board of Selectmen
7	Set Pay for Elective Officers	Advisory Comm.
8	School Sick Leave Buyback Account	Advisory Comm./Hanover School Committee
9	Town Sick Leave Buyback Account	Advisory Comm./Selectmen/Town Manager
10	General Fund Budget	Advisory Comm./Town Manager
11	Water Department Budget	Advisory Comm./Town Manager
12	Cable Television PEG Access Receipts	Town Manager
13	DPW/Recreation Revolving Fund Budget	Town Manager
14	Appropriate for CPC Set Aside	Community Preservation Committee
15	Amend Zoning Bylaw Sec. 6.020.C Home Accessory Units	Planning Board
16	Amend Zoning Bylaw Sec. 6.230.A Gas Stations	Planning Board
17	Police Vehicles (3)	Chief of Police/ Town Manager
18	Fire Concept Vehicle	Fire Chief/Town Manager
19	Fire Command Vehicle	Fire Chief/Town Manager
20	DPW One Ton Dump Truck	Town Manager/DPW
21	Water Department Truck	Town Manager/DPW
22	Central Maintenance Infield Groomer	Town Manager/DPW
23	Middle School Floor Renovation	Hanover School Committee/Town Manager
24	Center School Feasibility Study	Town Manager/Hanover School Committee
25	Library Snow Guards	Town Manager
26	Police Station HVAC Replacement	Chief of Police/Town Manager
27	Fire Headquarters Insulation	Fire Chief/Town Manager
28	Middle School Smoke Doors	Hanover School Committee/Town Manager
29	Establish Special Education Expenses Account	Town Manager/Hanover School Committee
30	Accept Chapter 40 §13 to Establish Insurance Fund	Town Manager
31	Establish Public Safety Training Account	Town Manager
32	Delete Capital Improvement Committee Bylaw	Advisory Comm./Selectmen/Town Manager
33	Naming Parcel on Circuit Street	Open Space Committee
34	Naming Town Hall Memorial Garden	Selectmen/Town Manager
35	Add Bylaw Town Manager Speak at Town Meeting	Bylaw Review Committee/Moderator/Selectmen
36	Change Advisory Committee Appointment Process	Town Moderator
37	Meals Excise Tax	Selectmen
38	Establish Revolving Fund – Local Transportation	Town Manager
39	Appropriate Funds – Local Transportation	Town Manager
40	Senior Citizen Property Tax Exemption	Selectmen/Town Manager
41	West Hanover Railroad Section - Rails to Trails	Selectmen/Town Manager
42	Albert White Barn Preservation	Community Preservation Committee
43	Transfer Funds - Stetson House Roof Preservation	Community Preservation Committee

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INDEX OF ARTICLES FOR ANNUAL TOWN MEETING 2012		
Article #	ISSUE	SUBMITTED BY
44	Amend General Bylaws – Affordable Housing Trust	Affordable Housing Trust
45	Transfer Funds - Affordable Housing Trust	Community Preservation Committee
46	Transfer Funds - Cemetery Preservation	Community Preservation Committee
47	Transfer Funds - Historical Society Preservation	Community Preservation Committee
48	FEMA Flood Insurance Rate Map	Planning Board/Selectmen
49	Auto License Fee	Selectmen
50	One Day Liquor License Fee	Selectmen
51	Land Donation – Winter Street - Map 76 Lot 18	Selectmen
52	Accept Land	Treasurer/Collector/Selectmen
53	Transfer High School Gymnasium Name	Petition
54	Curtis School Task Force	Petition
55	Stabilization Fund	Selectmen/Assessors/Advisory/Town Manager
56	Appropriate Override Funds for Operating Budget	Hanover School Committee
57	Vote to Accept Chapter 90 Road Grant Monies	Selectmen/Board of Public Works/Town Manager
58	Appropriate Funds for Special Needs Van	Hanover School Committee
59	Intercom System at Center/Sylvester Schools	Hanover School Committee
60	Make Sylvester School Handicap Accessible	Hanover School Committee
	Election	

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Advisory Committee Budget Message

Budget Process

The Town of Hanover operates under state statutes and various Town bylaws. The legislative body is an open Town Meeting, in which all voters registered in Hanover are permitted to participate. Town Meeting has the sole authority to appropriate funds for the operating budget and capital projects. It is the Advisory Committee's responsibility to make budget recommendations to Town Meeting.

Like prior budgets, the FY2013 budget has been developed based upon projected assumptions of available revenue. The budget is based upon a budget ceiling or levy limit of revenue derived from local property taxes in accordance with Proposition 2½. This levy limit may be increased if Town Meeting adopts a budget requiring an override and the override amount is approved by a majority of voters at the polls. Added to the tax revenues are projections for state aid; miscellaneous revenues, such as fees, permits, and interest earned; and available funds, such as free cash and transfers from Special Revenue Funds.

While the projection of available revenues creates a budget ceiling for the Town, an expenditure floor is created by calculating certain fixed or semi-fixed costs, such as debt payments, employee benefits, and various assessments. These costs subtracted from projected revenues leave remaining funds that are available for discretionary spending, such as education, public safety, infrastructure maintenance, and community services.

On August 19, 2010, the Town of Hanover appointed a Town Manager in accordance with the Hanover Town Manager Act Chapter 67 of the Acts of 2009. The Town Manager reorganized and consolidated the organization into five departments consisting of Police, Fire Rescue and EMS, Public Works, Community Services and Municipal Finance. This is the second budget cycle that reflects the reorganization and consolidation. The budget detail is in the appendix of this warrant, along with the capital budget and revenue and expenditure charts.

FY2013 Budget Recommendation

By state law, the Advisory Committee is required to support a balanced budget to Town Meeting. An increase in expenditures in one area must be matched by either a corresponding decrease in expenditures in another area or a corresponding increase in revenues. Our proposed fiscal year 2013 budget proposal has been balanced without an operating override. Article number 56 requests an override for the school department, however there was a corresponding increase of Chapter 70 aid from the governor's budget. If state aid decreases during the legislative budget process the school department budget will decrease accordingly. In our opinion, Town Meeting cannot anticipate nor can future budgets be planned on the assumption that an operating override can be avoided indefinitely. The demand for increased services, the cost of maintaining the Town's existing infrastructure, improved or expanded buildings and facilities, cost of employee benefits, and the effects of inflation are creating a strain on the Town's available revenues. This strain will only be relieved by an increase in tax revenue or a reduction in the services to which we have become accustomed.

Non-Financial Articles

As requested by the Town Moderator, main motions on non-financial articles are presented by the sponsor of the article, not the Advisory Committee. However, the Advisory Committee is still required to make a recommendation to Town Meeting. As of April 4, 2012, the date this report is being submitted to be printed, a number of main motions were not available for the Advisory Committee's consideration. Advice on these motions will be made at Town Meeting.

MUNICIPAL FINANCE TERMINOLOGY

The following terms are used frequently in the Annual Town Report and at Town Meeting. In order to provide everyone with a better understanding of their meaning, the following definitions are provided.

Appropriation

An appropriation is an authorization to make expenditures and to incur obligations for specific purposes. It is granted by Town Meeting and is usually limited in both the amount of and in the time period during which it may be expended. Any part of the omnibus budget (Article 13) not spent or encumbered by June 30 automatically reverts to surplus. A specific appropriation must be initiated within one year of approval or it reverts to surplus, also.

Budget

A budget is a plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget is voted in the spring at Town Meeting for the fiscal year that begins July 1.

Capital Budget

A capital budget is a plan of proposed capital outlays for the next five years involving the acquisition of land or an expenditure of at least \$10,000 having a useful life of at least three years.

Capital Program

A plan of proposed capital outlays for the following five fiscal years that alerts Town Meeting of expected future capital outlays.

Cherry Sheet (State and County Charges and Receipts)

The "Cherry Sheet" (named for the color paper formerly used) is prepared by the State Department of Revenue. It charges the Town with its share of the expenses for running various state agencies and for county government. It credits the Town with its share of the Corporation Excise Tax, Individual Income Tax, Sales and Use Tax and the Massachusetts School Fund.

Fiscal Year

A 12 month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYxx with the last two numbers representing the calendar year in which it ends, for example FY10 is the fiscal year ending June 30, 2010.

Undesignated Fund Balance

This account represents the amount by which cash, account receivables and other assets exceed liabilities and reserves in the General Fund. It is increased by unexpended balances in the omnibus budget appropriations, unexpended balances in separate appropriations, and actual receipts in excess of budgeted amounts.

Free Cash (Surplus, E & D)

Free cash is that portion of the Town's General Fund Undesignated Fund Balance that the Commissioner of the Massachusetts Department of Revenue certifies, as of July 1 of each year, as available for appropriation by Town Meeting. It is not cash, but rather, the Undesignated Fund Balance less delinquent real and personal property taxes, motor vehicle excise receivables, and departmental receivables.

Overlay

The overlay is the amount raised by the assessors in excess of appropriations for the purpose of

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creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay Account for a given year and may be appropriated by vote of the Town or closed to surplus.

Reserve Fund

This fund is established by the voters at the Annual Town Meeting only for the use of the Advisory Committee to pay for "extraordinary and unforeseen" expenses that may occur and may not exceed five percent of preceding year's tax levy.

Stabilization Fund

An account from which amounts may be appropriated for any lawful purpose. Prior to FY92, use of the Stabilization Fund was restricted to purposes for which cities and towns could legally borrow. Revisions to Ch. 40, Sec. 5B removed this restriction and amounts from the Stabilization Fund can now be appropriated for any legal purpose. A two-thirds vote of town meeting is required to appropriate money from the Stabilization Fund.

Tax Levy

The total amount to be raised by taxation of real estate and personal property. It consists of the total amounts appropriated less estimated receipts and transfers from available funds.

Terms associated with Proposition 2 1/2:

Tax Levy Limit

The maximum amount of taxes that may be levied in any given year under the restrictions of Proposition 2 1/2. It is calculated as the prior year limit plus new growth plus 2 1/2 percent of the prior year levy limit.

Excess Levy Capacity

The difference between the Town's tax levy limit and its actual tax levy. It is the additional amount of taxes that could be levied without an override.

Override

An amount, voted by the Town, that is permanently added to the tax levy. A majority vote of the Board of Selectmen is required to put an override question on the ballot. Override ballot questions must be presented in dollar terms and must specify the purpose of the override. Overrides require a majority vote of approval by the town.

Debt or Capital Exclusions

The Town can assess taxes in excess of the tax levy limit by voting a debt exclusion or capital outlay exclusion. This amount does not become a permanent part of the levy base, but does allow the Town to assess taxes for a specific period of time in excess of the limit for payment of debt service or for payment of capital expenditures.

New Growth

The amount of property tax revenue that the town can add to its allowable tax levy as a result of new construction, alterations, subdivisions or change of use which increases the value of a parcel of land.

Transfers

The authorization to use an appropriation for a different purpose or to use moneys from a separate fund as a revenue source.

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Water Enterprise

Effective July 1, 1992, a new enterprise fund was established to account for the operations of the Town's Water Department. This separate accounting demonstrates how much of the costs of providing this service are recovered through user charges and how much is being subsidized through taxes. Typically, as is the case with Hanover's Water Department, the costs of providing enterprise fund services are recovered fully by user charges. The accounting for enterprise funds is similar to a commercial business.

The enterprise form of accounting does not alter the budgetary approval process, but does require communities to budget all of the revenues and direct/indirect costs associated with providing the service in the enterprise fund. To the extent that user charges recover fully the cost of providing the service, the retained earnings (surplus) stay with the enterprise fund and may be appropriated by Town Meeting to increase the services provided, maintained for future capital purchases, or used to reduce increases in future user charges.

An enterprise fund provides management information: to measure performance of providing service; and to analyze the impact of increasing user charges and increasing the budget.

ARTICLES FOR **ANNUAL** TOWN MEETING WARRANT,
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ARTICLE 1. To see if the Town will accept the reports of the Officers and Committees as printed in the Annual Town Report, or take any other action relative thereto.

Advisory Committee

We move that the Town accept the 2011 Annual Report as printed.

Commentary: *This is a standard procedural article for the Town to accept the annual report.*

SO VOTED UNANIMOUSLY

ARTICLE 2. To hear reports of the Committees and State Officials, and act thereon, or take any other action relative thereto.

Advisory Committee

Representative Rhonda Nyman spoke on the proposed budget for the state and that the Town of Hanover would be getting less aid next fiscal year, but we still would receive our Chapter 90 funding. On the bright side, she has been assured by the state Department of Public Works that the Route 53 bridge would be completed this fiscal year. State Senator Thomas Kennedy spoke on behalf of the Senate and that their budget was behind the Houses, but, he would fight to maintain level funding for the Town

Moderator said that there were several reports at the front entrance if anyone was interested in reviewing them.

SO VOTED UNANIMOUSLY

ARTICLE 3. To see if the Town will authorize its Treasurer to accept such trust funds as may be placed in his or her hands during the Fiscal Year ending June 30, 2013, or take any other action relative thereto.

Town Treasurer
Board of Selectmen

We move that the Town vote to authorize the Treasurer to accept trust funds for the Fiscal Year ending June 30, 2013.

Commentary: *This article allows the Treasurer to accept trust funds that are donated to the Town during year.*

SO VOTED UNANIMOUSLY

ARTICLE 4. To see if the Town will vote to authorize its Treasurer/Tax Collector, with the approval of the Board of Selectmen, to dispose of such parcels of real estate as may have been,

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or may be taken by the Town under Tax Title foreclosure proceedings, or take any other action relative thereto.

Town Treasurer/Tax Collector
Board of Selectmen

We move that the Town vote to authorize the Treasurer, with the approval of the Board of Selectmen to dispose of tax title property.

Commentary: *This article allows the Treasurer to sell property that the Town has acquired through the tax title foreclosure property.*

SO VOTED UNANIMOUSLY

ARTICLE 5. To see if the Town will authorize its Treasurer and Collector to enter into compensating balance agreements for the Fiscal Year ending June 30, 2013, pursuant to Chapter 44, Section 53F of the Massachusetts General Laws, or take any other action relative thereto.

Town Treasurer/Tax Collector

We move that the Town vote to authorize the Treasurer/ Collector to execute compensating balance agreements for the Fiscal Year ending June 30, 2013.

Commentary: *This article gives the Town Treasurer/Collector the option to enter into compensating balance agreements as a method of cash management.*

SO VOTED UNANIMOUSLY

ARTICLE 6. To see if the Town will assume liability in the manner provided by Section 29 and 29A of Chapter 91 of the Massachusetts General Laws, as most recently amended, for all damages that may be incurred by work to be performed by the Department of Environmental Protection, or take any other action relative thereto.

Board of Selectmen

We move that the Town vote to accept this article for the Fiscal Year ending June 30, 2013.

Commentary: *Each year, the Town is required by the State to assume responsibility for liability and damages which may be incurred by the State while improving, developing, maintaining and protecting tidal and non-tidal rivers. This article would acknowledge and accept that responsibility.*

SO VOTED UNANIMOUSLY

ARTICLE 7. To see if the Town will vote to fix the pay of its elective officers as required by law as follows, or take any other action relative thereto.

Town Clerk
Moderator: Annual Meeting

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Special Meeting

Advisory Committee

We move that the Town set the pay of its elective officers for fiscal year 2013 required by law as follows:

Town Clerk, annual salary for the incumbent to be \$54,563 per year which includes any amounts due under Massachusetts General Laws Chapter 41, Section 19G

Moderator, \$100 for Annual Town Meeting, and \$100 for Special Town Meeting.

***Commentary:** The Advisory Committee supports the salaries of the current elected officials. These salaries reflect no change from the previous fiscal year.*

SO VOTED UNANIMOUSLY

ARTICLE 8. To see if the Town will vote to raise and appropriate, or appropriate from available funds the sum of \$124,000, or another sum of money, to the School Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Hanover School Committee

We move that the Town vote to appropriate the sum of \$124,000 to the School Sick Leave Buyback Fund. Said funds to be expended at the direction of the School Committee and specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

***Commentary:** Sick leave buyback is a contractual benefit available to School employees enabling them to "cash in" unused sick leave upon retirement. The School Committee has limited future exposure to capping buyback amounts and/or eliminating the benefit entirely in collective bargaining agreements and employee contracts. We anticipate that additional appropriations will be required through the next few fiscal years in order to pay the expenses of those employees who are still eligible under the original program.*

SO VOTED UNANIMOUSLY

ARTICLE 9. To see if the Town will vote to raise and appropriate, or appropriate from available funds the sum of \$175,000, or another sum of money, to the Town Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Board of Selectmen
Town Manager

We move that the Town vote to appropriate the sum of \$175,000 to the Town Sick Leave Buyback Fund. Said funds to be expended at the direction of the Town Manager and

specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

Commentary: *Sick leave buyback is a contractual benefit available to Town employees enabling them to “cash in” unused leave upon retirement. The Town has limited future exposure to capping buyback amounts and/or eliminating the benefit entirely in collective bargaining agreements and employee contracts. We anticipate that additional appropriations will be required through the next few fiscal years in order to pay the expenses of those employees who are still eligible under the original program.*

SO VOTED UNANIMOUSLY

ARTICLE 10. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for town charges for the period July 1, 2012, through June 30, 2013, inclusive, or take any other action relative thereto.

Advisory Committee
Town Manager

We move that the Town vote to raise and appropriate, or appropriate from available funds, such sums of money to defray Town charges in the amounts specified and by the method designated as recommended in the following pages entitled Article 10 – Omnibus Budget, each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

Commentary:

This is the second budget cycle since the Town enacted the Town Manager Act. The Town Manager presented a balanced budget to the Advisory Committee and Board of Selectmen on January 30, 2012.

The Board of Selectmen adopted fiscal policies this year in order to provide goals for sound fiscal management. One of the policy goals is to use recurring revenue for recurring expenses and one time revenues for one-time expenses. Therefore, the Town is reducing its reliance on free cash to fund the operating budget. In FY2012 the Town expended \$1.4 million on the general budget. For FY2013 we recommend an estimated \$800,000 in free cash to fund the operating budget and \$1.3 million to fund the capital program.

Every year the Town can raise the tax levy by 2 1/2 %, which this year amounts to approximately \$800,000, and estimates an additional \$250,000 to be raised through new growth. In addition, the Governor’s fiscal 2013 budget allocated an additional \$447,000 to Chapter 70 (education aid) which is incorporated into the School department budget.

The major highlights for fiscal year 2013 budget are as follows:

The debt budget increased \$470,000 due to partially bonding the high school and road

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maintenance.

The Department of Public Works will be managing all Town facilities and the corresponding budgets have been reallocated into DPW.

The School Department budget increased approximately \$800,000 while outsourcing their special education transportation which resulted in significant savings. The fire department budget increased \$81,000 due the fire union contract settlement.

There were no rate increases in health insurance which resulted in not having to increase the budget by \$300,000 which we plan for every year. The Plymouth County Retirement Assessment increased 15% which amounts to \$316,000. In the future the Town will still have to manage increases in health insurance and pension assessments which will limit available funds through proposition 2 ½ and new growth and continue to constrict departmental budgets.

The Town will continue to address these issues with good fiscal policy and management.

SO VOTED UNANIMOUSLY

ARTICLE 11. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for the operation and expenses of the Water Department for the period July 1, 2012, through June 30, 2013, inclusive, or take any other action relative thereto.

Advisory Committee
Town Manager

We move that the Town vote to appropriate from available funds, such sums of money to defray Water Department charges in the amounts specified and by the method designated as recommended in the following pages entitled Article 11 – Water Enterprise Budget, each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

Commentary: *The Advisory Committee is recommending a total Water Enterprise Budget of \$3,004,864, which is a reduction of \$43,774 in the budget from Fiscal Year 2012.*

ARTICLE 11 <u>WATER ENTERPRISE BUDGET</u>	FY12 APPROPRIATION	FY13	DOLLAR
		ADVISORY RECOMMENDS	CHANGE FROM FY12
WATER DEPARTMENT- PAYROLL	\$1,193,300	\$1,227,300	\$34,000
WATER DEPARTMENT – EXPENSES	\$1,055,300	\$1,037,700	-\$17,600
SUBTOTAL - WATER DEPARTMENT	\$2,248,600	\$2,265,000	\$16,400
DEBT SERVICE	\$800,038	\$739,864	-\$60,174

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SUBTOTAL - WATER DEBT SERVICE	\$800,038	\$739,864	(\$60,174)
TOTAL - WATER ENTERPRISE OPERATING BUDGET	<u>\$3,048,638</u>	<u>\$3,004,864</u>	<u>(\$43,774)</u>

SOURCES OF FUNDS

WATER ENTERPRISE REVENUE	\$3,048,638	\$3,004,864	-\$43,774
GRAND TOTAL - SOURCES OF FUNDS	<u>\$3,048,638</u>	<u>\$3,004,864</u>	<u>-\$43,774</u>
SURPLUS / (DEFICIT)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

SO VOTED UNANIMOUSLY

ARTICLE 12. To see if the Town will vote to transfer from the undesignated fund balance the sum of \$122,066, or another sum, to the Public Education and Government (PEG) receipts reserved for appropriation account, or take any other action relative thereto.

Town Manager

We move that the Town vote to transfer from the undesignated fund balance the sum of \$122,066 to the Public Education and Government (PEG) receipts reserved for appropriation account.

Commentary: *This transfer represents the funds that were deposited into our general fund prior to setting up a PEG account.*

SO VOTED UNANIMOUSLY

ARTICLE 13. To see if the town will vote, as required annually, pursuant to the authority granted under special legislation and as otherwise authorized under MGL Ch 44, section 53E 1/2, to establish a recreation revolving fund for the purpose of supporting town recreational activities. All monies received by Department of Public Works for these recreation programs shall be credited to this fund. The Town Manager/Department of Public Works shall be authorized to expend from this fund to defray the expenses, direct and indirect, of the recreation department operated by the Department of Public Works and to further authorize that no more than \$500,000, or another sum, shall be expended from this fund during fiscal year 2013 and that this amount authorized is further limited in that expenditures shall not be made, or liabilities incurred, in excess of the balance of the fund, or take any other action relative thereto.

Town Manager

Advisory Committee to make main motion – “We move contingent on passage of special

legislation voted at the May, 2011 Town Meeting and otherwise authorized under MGL Ch 44 section 53E1/2, to establish or reestablish a recreation revolving fund for the purpose of supporting town recreational activities. All monies received by the Department of Public Works for these recreation programs shall be credited to this fund, the Department of Public Works with the approval of the Town Manager shall be authorized to expend from this fund to defray the expense, direct and indirect, of these recreation activities operated by the Department of Public Works and to further provide that no more than \$500,000 shall be expended from this fund during fiscal year 2013.

Commentary: *This revolving fund was authorized at last year's Town Meeting through special legislation.*

SO VOTED UNANIMOUSLY

ARTICLE 14. To see if the Town will vote, as recommended by the Community Preservation Committee, to appropriate the Town's Community Preservation Revenues for Fiscal Year 2013 as follows:

- 10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);
- 10% of the said revenues to be set aside for future appropriation for historic resources and
- 10% of the said revenues to be set aside for future appropriation for community housing;

said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager, or take any other action relative thereto.

Community Preservation Committee

We move that that the Town vote as recommended by the Community Preservation Committee to appropriate the Town's Community Preservation Revenues for Fiscal Year 2013 as follows:

- I. **10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);**
- II. **10% of the said revenues to be set aside for future appropriation for historic resources;**
- III. **10% of the said revenues to be set aside for future appropriation for community housing.**

Said funds to be expended by the Town Manager, for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting.

Commentary: *The Community Preservation Act requires that a minimum of 10% of the annual revenues of the fund must be set aside in each of the three categories of open space and recreational use, historic resources and community housing. The remaining 70% can be*

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allocated for any combination of the allowed uses. The allocation of the 10% is determined after the state's matching funds are received.

SO VOTED UNANIMOUSLY

ARTICLE 15. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote, to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 6.020.C, by deleting the text thereof in its entirety and replacing said text so as to reenact said bylaw with the following text:

Section 6.020.C

~~C. Conversion of a dwelling that has existed for ten (10) years or more to allow for the inclusion of a second dwelling unit provided that:~~

- ~~1. the use is clearly incidental to and secondary to the primary use as a residence;~~
- ~~2. the external appearance of the structure shall not be changed;~~
- ~~3. there shall be sufficient floor area as specified in Section 7.610 of this Bylaw;~~
- ~~4. septic disposal systems shall meet with the approval of the Hanover Board of Health; and~~
- ~~5. no detached accessory buildings, including, but not limited to, garages or barns, shall be utilized for this purpose.~~

To be inserted in place of Section 6.020.C

C. FAMILY ACCESSORY DWELLING UNITS

1. Purpose

The purpose of this Bylaw is to enable owner occupants of single family homes to provide:

- a. Safe, decent, and affordable housing that meets the changing needs of the Hanover community while protecting the character and property values of the Town's single family dwellings;
- b. An opportunity for family members who choose to live in proximity, but separate from other family members.

2. Use and Dimensional Regulations

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- a. A family accessory dwelling unit is a self-contained housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling.
- b. Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant, specifically: parents, parents-in-law, grandparents, children and their respective spouses, grandchildren, siblings, nieces, nephews, aunts, and uncles.
- c. Family Accessory Dwelling Units created under this bylaw shall require a special permit from the Zoning Board of Appeals.
- d. The unit will be a complete, separate unit containing both a kitchen and bath.
- e. Only one (1) accessory dwelling unit may be created within a dwelling.
- f. Only one (1) accessory dwelling unit may be created on any residential lot.
- g. The owner(s) of the residence in which the accessory dwelling unit is created must continue to occupy at least one of the dwelling units as their primary residence, except for bona fide temporary absences.
- h. Unless otherwise required by the State Building Code, any new exterior stairs needed to provide primary or secondary means of egress for the accessory dwelling unit shall be located on the side or rear of the building.
- i. Off-Street parking spaces shall be available for the use by owner-occupants and tenants. The number of parking spaces required shall be as deemed appropriate by the Zoning Board of Appeals.
- j. The proposed attached dwelling unit shall contain no more than thirty three percent (33%), inclusive of all lofts and any attic areas seven feet or greater in height, of the gross area contained in the primary residence, exclusive of all unfinished cellars and attics, or no more than eight hundred (800) square feet of area, whichever is less.
- k. An accessory dwelling unit may not have more than two (2) bedrooms.
- l. The construction of any accessory dwelling unit must be in conformity with the State Building Code, Title V of the State Sanitary Code and other local Bylaws and regulations.

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- m. Upon filing an application for a special permit, the owner-occupants of single-family dwelling units shall also submit a signed affidavit denoting familial status with the Board of Appeals.
- n. The owner-occupant shall annually re-certify the status of occupants and family status with the Building Commissioner. The property owner shall be required to notify the Building Commissioner of a change of tenants at any time during the twelve-month period within thirty calendar days of said change.
- o. Upon receiving a special permit, the owner(s) must file on subject property a Declaration of Covenants at the Plymouth County Registry of Deeds. The Declaration shall state that the use of the family accessory dwelling unit shall be restricted to relatives of the owner of the premises. A time-stamped copy of the recorded Declaration shall be provided to the Zoning Board of Appeals.

3. Accessory Dwelling Units in Existence Before the Adoption of a Family Accessory Dwelling Unit Bylaw

To ensure that accessory apartments or conversions in existence before the adoption of this Accessory Dwelling Unit Bylaw are in compliance with the State Building Code Regulations the Zoning Board of Appeals may authorize, under a Special Permit and in conjunction with the Building Commissioner, use as a Family Accessory Dwelling Unit.

- a. The Board will review each existing use on a case-by-case basis to determine if the dwelling conforms to State Building Code Regulations.
- b. The applicant must follow the same procedure described in this Section including the submission of a signed affidavit declaring owner occupancy and familial status and a Declaration of Covenants to be recorded at the Registry of Deeds.

4. Administration and Enforcement

It shall be the duty of the Building Commissioner as the Local Project Administrator, to administer and enforce the provisions of this Bylaw for family accessory dwelling units as follows.

- a. No building shall be constructed or changed in use or configuration until the Building Commissioner has issued a permit. No accessory dwelling unit shall be occupied until a certificate of occupancy has been issued by the Building Commissioner where required.
- b. The Building Commissioner shall refuse to issue any permit, which would result in a violation of any provision of this by-law or in violation of the

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conditions or terms of any Special Permit or variance granted by the Zoning Board of Appeals or its agent.

- c. Construction or use according to a building permit or special permit shall conform to any subsequent amendment of this section unless the construction or use is begun within a period of not more than six (6) months after the issuance of a permit granted before the effective date of the amendment. To qualify for this exemption, construction must be completed in a continuous and expeditious manner.
- d. The dwelling must remain owner-occupied, with the homeowner continuing to occupy at least one of the dwelling units as their primary residence. Under no circumstance may both the primary and accessory unit be simultaneously occupied by tenants.
- e. Any accessory living area without proper documentation recorded and filed with the Town will be subject to fines noted in the Hanover Zoning Bylaw Section 12.500.
- f. The Hanover Zoning Bylaw Section 12 – Administration shall be applied in the event of violations, prosecution of violations, and building fees.
- g. Appeals shall refer to the procedures in the Hanover Zoning Bylaw Section 12.200.
- h. Accessory dwelling units created under this Bylaw shall not be sold separate or apart, as a condominium, from the principal structure to which it is an accessory use.

Amend the Hanover Zoning Bylaw Section 2.100 Definitions by adding the following definitions:

Family Accessory Dwelling Unit: A Family Accessory Dwelling Unit is a self-contained housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling and complies with the criteria stated in Section 6.020.C.

Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant, specifically: parents, parents-in-law, grandparents, children and their respective spouses, grandchildren, siblings, nieces, nephews, aunts, and uncles.

Primary Residence: A dwelling where the owner-occupant has a true, fixed, and permanent home and principal establishment, and occupies it for a major portion of a calendar year, except for bona-fide temporary absences.

Building, Attached: A building having a substantial portion of one or more

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walls in common with an adjacent building.

Planning Board

Planning Board Motion “to refer back for further study”

SO VOTED UNANIMOUSLY

ARTICLE 16. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote or take any other action relative thereto:

Section 6.230.A.5 and Section 6.230.A.6

- ~~5. There shall be no other use on the lot excepting that a secondary use may be permitted by the Planning Board but only if it is closely related to and clearly incidental to the primary use under this Section.~~
- ~~6. Gas pumps, canopies, air meters or similar accessory equipment shall be considered structures for the purposes of lot coverage, density, setback and yard requirements.~~

Amend the Hanover Zoning Bylaw, by rewriting Section 6.230.A.5 and adding a new Section 6.230.A.5.a and inserting Section 6.230.A.6 and renumbering the existing Section 6.230.A.6 to Section 6.230.A.7 as follows or:

- 5. There shall be no other use on the lot excepting that a secondary use may be permitted by the Planning Board but only if it is closely related to *and/or* clearly incidental to the primary use under this Section.
 - a. Gross Floor Space for incidental use only shall not exceed 250 square feet.
- 6. Additional retail use may be allowed as secondary to a gas station only, provided that:
 - a. There shall be no repairs, or service of any vehicles on the site.
 - b. There shall be no storage of motor vehicles, appliances or equipment associated with vehicle repair allowed on the site.
 - c. Secondary retail use shall be limited to convenience stores only and shall be limited to the sale of certain items as determined by the Planning Board.

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7. Gas pumps, canopies, air meters or similar accessory equipment shall be considered structures for the purposes of lot coverage, density, setback and yard requirements.

Planning Board

Planning Board to make main motion.

We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Planning Board.

SO VOTED UNANIMOUSLY

ARTICLE 17. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$95,500.00 or another sum, to the Public Safety Vehicle Account as authorized under Article #32 of the 1983 Annual Town Meeting. The amount will be for the purchase, lease, or lease purchase of three police vehicles and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

Chief of Police
Town Manager

We move that the Town vote to appropriate the sum of \$95,500 from the Undesignated Fund Balance to the Public Safety Vehicle Accounts authorized under Article #32 of the 1983 Annual Town Meeting, said amount to be for the purchase of two marked police cruisers and one unmarked police cruiser and to authorize as part of the purchases, the trade-in or sale by sealed bid of three Crown Victorias, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

Commentary: *This continues the Police Department's systematic replacement and recycling of vehicles to ensure that the vehicles are on-line and available for police use.*

SO VOTED UNANIMOUSLY

ARTICLE 18. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$175,000 or another sum, to purchase and equip an all wheel drive Squad emergency response vehicle and to authorize any related trade-ins or to be sold by sealed bid. Said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Fire Chief
Town Manager

We move that the Town vote to appropriate the sum of \$175,000 from the undesignated

fund balance to purchase and equip an all wheel drive Squad emergency response vehicle and to authorize any related trade-ins or sale by sealed bid, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

Commentary: *The Squad emergency response vehicle will respond with the ambulance to medical calls. It will be designed to have firefighting capabilities.*

SO VOTED

ARTICLE 19. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$37,000 or another sum, to the Public Safety Vehicle Account authorized under Article #32 of the 1983 Annual Town Meeting. The amount will be for the purchase, lease or lease purchase of the Fire Department Command Vehicle and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Fire Chief
Town Manager

We move that the Town not accept this article and take no further action.

Commentary: *The Advisory Committee does not support the purchase of a new command vehicle at this time, but encourages the Fire Chief to work with the Town Manager to look at other alternatives, such as the School's vehicle surplus.*

SO VOTED UNANIMOUSLY

Article 20. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$70,000 for a One Ton Dump Truck for the Department of Public Works, or take any other action relative thereto.

Town Manager
Department of Public Works

We move that the Town vote to appropriate the sum of \$70,000 from the undesignated fund balance for purchase of a One Ton Dump Truck, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

Commentary: *The purchase of a One Ton Dump Truck will replace a sixteen year old vehicle.*

SO VOTED UNANIMOUSLY

ARTICLE 21. To see if the Town will vote to transfer from available funds, raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$35,000 for a Water Service Van for the Water Department, or take any other action relative thereto.

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Town Manager
Department of Public Works

We move that the Town vote to appropriate the sum of \$25,000 from water fund retained earnings for purchase of a Water Service Van for the Water Department, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

Commentary: *This appropriation will purchase and equip a 9500GVW standard size service van for the water distribution division and replaces a similar 10 year old vehicle.*

SO VOTED UNANIMOUSLY

ARTICLE 22. To see if the Town will vote to transfer from available funds, raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$24,000 for an Infield Groomer for the Department of Public Works, or take any other action relative thereto.

Town Manager
Department of Public Works

We move that the Town vote to appropriate the sum of \$4,000 from the undesignated fund balance and transfer \$20,000 from the Park & Recreation Revolving Fund for purchase of an Infield Groomer for the Department of Public Works, said funds to be expended for the purposes stated herein under the direction of the Town Manager.

Commentary: *The purchase of an Infield Groomer will supplement and eventually replace the existing groomer.*

SO VOTED

ARTICLE 23. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$510,000, or another sum, to remove carpets, abate tile, install moisture barrier system, and replace tile in downstairs rooms and common areas at the Middle School to include purchasing, repair, replacement, disposal, installation and related costs, funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

Hanover School Committee
Town Manager

We move that the Town vote to appropriate from the undesignated fund balance the sum of \$490,000, to remove carpets, abate tile, install moisture barrier system, and replace tile in downstairs rooms and common areas at the Middle School. This to include purchasing, repair, replacement, disposal, installation and related costs, funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *This appropriation will abate all vinyl asbestos tile in the Middle School*

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classrooms and common areas and install a moisture barrier system with new tile.

SO VOTED UNANIMOUSLY

ARTICLE 24. To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$100,000, or another sum, for a Center School feasibility study and related studies, designs, funding applications, or other pertinent expenditures, said funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

Town Manager
Hanover School Committee

We move that the Town vote to appropriate from the undesignated fund balance the sum of \$90,000, for a Center School feasibility study and related studies, designs, funding applications, or other pertinent expenditures, said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *The feasibility study is a first step in evaluating the consolidation of the Center and Sylvester Schools into the Center School. The study will address Massachusetts School Building Authority requirements in order to maximize grant funds if the project moves forward.*

Daniel Pallotta Motion to refer this article to a committee of 5 citizens to be appointed by the Moderator

SO VOTED

ARTICLE 25. To see if the Town will vote to transfer from available funds, raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$20,000 for Snow Guards to be installed on the Library roof, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate from the undesignated fund balance, the sum of \$20,000 for Snow Guards to be installed on the Library roof, said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *The purchase of snow guards is a safety mechanism that will prevent snow from falling off the library roof onto pedestrian areas.*

SO VOTED

ARTICLE 26. To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$45,000, or another sum, for Police Station HVAC replacement and related renovations, or take any other action relative thereto.

Chief of Police
Town Manager

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We move that the Town vote to appropriate from the undesignated fund balance the sum of \$45,000 for Police Station HVAC replacement and related renovations, said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *The current HVAC system does not adequately maintain temperature at the police station. This appropriation will replace aging parts and install automatic controls.*

SO VOTED UNANIMOUSLY

ARTICLE 27. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$25,000, or another sum, to install insulation at the Fire Station Headquarters, or take any other action relative thereto.

Fire Chief
Town Manager

We move that the Town vote to appropriate from the undesignated fund balance the sum of \$25,000 to install insulation at the Fire Station Headquarters, said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *This appropriation will purchase and install additional insulation at the Fire department headquarters to improve energy efficiency.*

SO VOTED UNANIMOUSLY

ARTICLE 28. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$35,000, or another sum, for the installation of smoke doors at the Middle School that will be tied into the fire alarm system to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Hanover School Committee
Town Manager

We move that the Town vote to appropriate from the undesignated fund balance the sum of \$35,000 for the installation of smoke doors at the Middle School that will be tied into the fire alarm system to include purchasing, repair, replacement, disposal, installation, and related costs, said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Commentary: *This appropriation will replace six sets of doors that were removed during the renovation at the Middle School and wire these replacement doors into the fire alarm system.*

SO VOTED

ARTICLE 29. To see if the Town will vote to appropriate from undesignated fund balance, the

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sum of \$115,000, or another sum, for School Special Education Expenses to be expended by the School Committee for this purpose, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager
Hanover School Committee

We move that the Town vote to appropriate from the undesignated fund balance, the sum of \$115,000 for School Special Education Expenses to be expended by the School Committee for this purpose and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general fund of the Town without a vote of Town Meeting.

***Commentary:** Special Education costs can fluctuate dramatically from year to year. This appropriation will reserve money in a warrant article that can be carried over to the next fiscal year and is available if the costs increase in mid-year without a funding source.*

SO VOTED UNANIMOUSLY

ARTICLE 30. To see if the Town will accept Massachusetts General Law Chapter 40 Section 13 relative to establishing an insurance fund entitled the “Municipal buildings insurance fund” and to vote to raise and appropriate, or appropriate from available funds, to said fund the amount of \$20,000, or another sum, or take any other action relative thereto.

Town Manager

We move that the Town vote to accept Massachusetts General Law Chapter 40 Section 13 relative to establishing an insurance fund entitled the “Municipal buildings insurance fund” and to vote to appropriate from the undesignated fund balance the sum of \$20,000, said funds to be expended for the purposes stated here in at the direction of the Town Manager.

***Commentary:** This new Municipal building insurance fund will be used to pay insurance deductibles.*

SO VOTED UNANIMOUSLY

ARTICLE 31. To see if the Town will vote appropriate from undesignated fund balance, the sum of \$20,000, or another sum, for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate \$10,000 from the undesignated fund balance and \$10,000 from the ambulance fund for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not

return to the general funds of the Town without a vote of Town Meeting.

Commentary: *This appropriation will set aside training monies for public safety officials.*

SO VOTED UNANIMOUSLY

ARTICLE 32. To see if the Town will vote to delete General Bylaw Section 4-13, dissolving the Capital Improvement Committee which is no longer needed due to the Town Manager Act, or take any other action relative thereto.

Advisory Committee
Board of Selectmen
Town Manager

Board of Selectmen to make main motion.

We move that the Town vote to delete General Bylaw Section 4-13, effectively dissolving the Capital Improvement Committee.

The Advisory Committee supports the motion presented by the Board of Selectmen.

Commentary: *The Town Manager is responsible for making a capital budget recommendation through the budget process and developing the 5 year capital plan. The Advisory Committee has the responsibility of recommending the budget to Town Meeting. Therefore the duties of the Capital Improvement Committee are no longer needed since the plan is vetted through the budget process by the Advisory Committee.*

SO VOTED

ARTICLE 33. To see if the Town will vote to name a parcel of land on Circuit Street “Denham Pond Trails.” The land is identified as Lot #22A on Assessor’s Map #53, or take any other action relative thereto.

Open Space Committee

Open Space Committee to make main motion.

We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Open Space Committee.

Commentary: *A Town Meeting vote is now required on the naming and dedication of any public grounds, facility or building.*

SO VOTED UNANIMOUSLY

ARTICLE 34. To see if the Town will vote, pursuant to Article 41 of the 2010 Annual Town Meeting, Bylaw 3-1 Section 17, to name the garden at the rear of Town Hall “The Town Hall

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Memorial Garden” in memory of Town Hall employees who died while in service to the Town, or take any other action relative thereto.

Board of Selectmen
Town Manager

Board of Selectmen to make main motion.

We move that the Town vote to name the garden at the rear of Town Hall “Town Hall Memorial Garden.”

The Advisory Committee supports the motion presented by the Board of Selectmen.

Commentary: *A Town Meeting vote is now required on the naming and dedication of any public grounds, facility or building.*

SO VOTED UNANIMOUSLY

ARTICLE 35. To see if the Town will vote to add the following item under the General Bylaws of the Town Meeting 3-2 section 7, “The Town Manager shall be allowed to speak at all Town Meetings”, or take any other action relative thereto.

Bylaw Review Committee
Town Moderator
Board of Selectmen

Board of Selectmen to make main motion.

We move to create in the General Bylaws 3-2 Section 7 “The Town Manager shall be allowed to speak at all Town Meetings.”

The Advisory Committee supports the motion presented by the Board of Selectmen.

SO VOTED UNANIMOUSLY

ARTICLE 36. To see if the town will vote to amend the General Bylaws, IV.4-1, Advisory Committee by deleting the words, “with the approval of the majority of the Selectmen” from Section 2, or take any other action relative thereto.

Town Moderator

Town Moderator to make main motion.

I move that the town amend the General Bylaws, IV.4-1, Advisory Committee by deleting the words, “with the approval of the majority of the Selectmen” from Section 2.

The Advisory Committee supports the motion presented by the Town Moderator.

Motion by Daniel Pallotta to reject Article 36 as presented by the Town Moderator

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Motion defeated

Main motion as presented by Town Moderator

SO VOTED

ARTICLE 37. To see if the Town will accept Massachusetts General Law Chapter 64L Section 2(a) to implement a local meals excise tax, or take any other action relative thereto.

Board of Selectmen

We move that this article be referred back to the Board of Selectmen for further study and to report back at the next annual Town Meeting.

Commentary: *The Advisory Committee recognizes the need for adequate revenue to support a vibrant growing community. However, assessment of a new tax without a specific purpose is not strategic. The Town has a responsibility to local businesses and residents to carefully consider and plan the use of any new tax revenue before implementation.*

Motion fails

Motion by Daniel Pallotta "I move to accept MGL Chapter 24L Section 2(a) to implement a local meals excise tax. Funds raised shall be accepted equally for pension liability and other post benefits."

Motion by Courtnie Graybill to amend Mr. Pallotta's Motion to split this tax income with 50% going to the School Dept. and the remaining 50% being retained by the Town.

Harold Thomas moved to end debate and vote on the Amendment

SO VOTED UNANIMOUSLY

Mr. Pallotta's motion as amended by Mrs. Graybill

Defeated

Mr Pallotta's Motion

To adopt the meals tax. Funds shall be accepted equally for pension liability and 50% going to other post employment benefits account

SO VOTED UNANIMOUSLY

Motion by Daniel Pallotta to adjourn the Annual Town Meeting to Tuesday, May 8th at 7:30 P.M.

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SO VOTED UNANIMOUSLY

Town Meeting adjourned at 10:28 P.M.

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ANNUAL TOWN MEETING

TUESDAY, MAY 8, 2012

Moderator declared a quorum of 109 registered voters

Town Meeting called to order at 7:30 P.M.

Stephanie Gertz made a presentation from the Hanover School Committee to Michael Cianciola for his nine years of dedicated service on the School Committee.

SO VOTED UNANIMOUSLY

ARTICLE 38. To see if the Town will vote, as required annually, pursuant to the authority granted under Massachusetts General Law Chapter 44, Section 53E 1/2 , to establish a revolving fund for the purpose of receiving revenues and making disbursements to defray the expenses for the Greater Attleboro Taunton Transit Authority (GATRA), or another qualified transportation service. All monies received for this transportation program shall be credited to this fund. The Town Manager/Community Services Department shall be authorized to expend from this fund to defray the expenses, direct and indirect, for this service. No more than \$50,000, or another sum, shall be expended from this fund during fiscal year 2013 and that this amount authorized is further limited in that expenditures shall not be made, or liabilities incurred, in excess of the balance of the fund, or take any other action relative thereto.

Town Manager

We move that the Town vote, as required annually, pursuant to the authority granted under Massachusetts General Law Chapter 44, Section 53E 1/2 , to establish a revolving fund for the purpose of receiving revenues and making disbursements to defray the expenses for the Greater Attleboro Taunton Transit Authority (GATRA), or another qualified transportation service. All monies received for this transportation program shall be credited to this fund. The Town Manager/Community Services Department shall be authorized to expend from this fund to defray the expenses, direct and indirect, for this service. No more than \$50,000, or another sum, shall be expended from this fund during fiscal year 2013 and that this amount authorized is further limited in that expenditures shall not be made, or liabilities incurred, in excess of the balance of the fund.

Commentary: *The Council on Aging Department engaged the services of the Greater Attleboro Taunton Transit Authority (GATRA) for the transportation of residents to various locations. This article authorizes the Town to set up a revolving account in order to pay all the expenses related to GATRA services. The Town applies for reimbursement every three months and anticipates that no more than \$50,000 will be expended from this fund per year.*

SO VOTED

ARTICLE 39. To see if the Town will vote to raise and appropriate, appropriate from available funds, an amount of money to fund three months of expenses to the GATRA revolving fund, or take any other action relative thereto.

Town Manager

We move that the Town vote to raise and appropriate the sum of \$10,000 to fund three months of expenses to the GATRA revolving fund.

Commentary: *In order to fund the GATRA revolving account we decreased the COA budget by \$10,000 which is 3 month's worth of expenses. GATRA operational expenses are paid through the revolving fund and reimbursement is made every three months.*

SO VOTED

ARTICLE 40. To see if the Town will vote to approve special legislation to establish a means tested senior citizen property tax exemption, or to see if the Town will vote to take any other action relative thereto.

Board of Selectmen
Town Manager

We move that the Town not accept this article and take no further action.

Commentary: *Special legislation is not ready and an analysis needs to be done in order to analyze the costs to the Town.*

SO VOTED UNANIMOUSLY

ARTICLE 41. To see if the Town will vote to authorize the Town acting through the Board of Selectmen to enter into agreement(s) with the Commonwealth of Massachusetts or any other entity relative to leasing, lease/purchase, purchase or receive in gift, land for the use of or ownership of the old railroad section in West Hanover for the purposes of walking trails, or take any other action relative thereto.

Board of Selectmen
Town Manager

Board of Selectmen to make main motion.

We move that the Town vote to support this article as written.

The Advisory Committee supports the motion presented by the Board of Selectmen.

SO VOTED UNANIMOUSLY

ARTICLE 42. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$100,000, from the Town's Community Preservation Historical Preservation Reserve Fund, for "The Restoration and Preservation of the Historic Albert White Barn", said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting by the Town Manager, or take any other action relative thereto.

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Community Preservation Committee

We move that the Town not accept this article and take no further action.

SO VOTED UNANIMOUSLY

ARTICLE 43. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$2,875.00, from the Town's Community Preservation Undesignated Reserve Fund, for "The Preservation of the Roof of the Stetson House and Historic Out Buildings on the Stetson House Property", within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, said funds to be expended for the purposes stated herein by the Town Manager or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$2,875, from the Town's Community Preservation Fund Undesignated Fund Balance, for "The Preservation of the Roof of the Stetson House and Historic Out Buildings on the Stetson House Property", within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, said funds to be expended for the purposes stated herein by the Town Manager.

Commentary: *This project falls within the scope of the Community Preservation Act.*

SO VOTED UNANIMOUSLY

ARTICLE 44. To see if the Town will vote to amend the General Bylaws for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Add Section 4-24 Affordable Housing Trust Board of Trustees

There shall be a Board of Trustees established under Chapter 44, Section 55C of the Massachusetts General Laws composed of seven (7) Trustees, which shall include at least one (1) member of the Board of Selectmen, two (2) members of the Housing Authority, one (1) member of the Community Preservation Committee and three (3) at-large members. The initial terms of the Trustees shall be staggered as one (1) or two (2) year terms. The Trustees shall be appointed by the Board of Selectmen for a term not to exceed two (2) years, such term to end on June 30 of the expiration year or until such time as a successor is appointed, should a successor appointment be delayed. Only persons who are residents of the Town of Hanover shall be eligible to hold the office of Trustee other than the Chief Executive Officer if he or she is not a member of the Board of Selectmen. Any Trustee other than the Chief Executive Officer if he or she is not a member of the Board of Selectmen who ceases to be a resident of the Town of Hanover shall cease to be a Trustee hereunder and shall promptly provide a written notification

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of the change in residence to the Board and to the Town Clerk. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five Trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees.

The purpose of the Trust is to provide for the creation and preservation of affordable housing in the Town of Hanover for low- and moderate-income households. The Board of Trustees shall adhere to all provisions of the Declaration of Trust as established by the vote of Hanover May 2009 Town Meeting under Article 69.

Affordable Housing Trust

Bylaw Review Committee to make main motion.

We move to amend the General Bylaw by adding as article 4, section 24 the Affordable Housing Trust and the Declaration of Trust as voted under Article 69 of the May 2009 Annual Town Meeting.

The Advisory Committee supports the motion presented by the Bylaw Review Committee.

Commentary: *This is a technical article to insert the Affordable Housing bylaw into the general bylaw.*

SO VOTED UNANIMOUSLY

ARTICLE 45. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$250,000, from the Town's Community Preservation Funds. \$100,000 to be appropriated from the Community Housing Reserve Fund and \$150,000 to be appropriated from the Community Preservation Fund Undesignated Fund Balance to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$250,000, from the Town's Community Preservation Funds. \$100,000 to be appropriated from the Community Housing Reserve Fund and \$150,000 to be appropriated from the Community Preservation Fund Undesignated Fund Balance to be transferred to the Hanover Affordable Housing Trust to provide for the creation and

preservation of affordable housing in Hanover, said funds to be expended by the Town Manager for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting.

***Commentary:** This transfers money into the Affordable Housing Trust. This will enable the Affordable Housing Trust to act promptly in order to make acquisitions related to affordable housing.*

SO VOTED UNANIMOUSLY

ARTICLE 46. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$80,000., from the Town's Community Preservation Undesignated Reserve Fund, for "Preservation and Restoration of The Town's Historic Cemeteries", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$80,000., from the Town's Community Preservation Fund Undesignated Fund Balance, for "Preservation and Restoration of The Town's Historic Cemeteries", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

***Commentary:** This article funds the next phase of the preservation and restoration of the Town's historic cemeteries. Previously, the Town funded \$40,000 for a needs assessment and \$80,000 for the first phase of the restoration. This project falls within the scope of the Community Preservation Act.*

SO VOTED UNANIMOUSLY

ARTICLE 47. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$16,500 from the Town's Community Preservation Undesignated Reserve Fund, for "The Historical Society Collection Preservation, Restoration, and Inventory Control", said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting by the Town Manager, or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to

appropriate \$16,500 from the Town's Community Preservation Fund Undesignated Fund Balance, for "The Historical Society Collection Preservation, Restoration, and Inventory Control", said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting by the Town Manager.

***Commentary:** This article funds the preservation of historical documents and artifacts owned by the Historical Society, not by the Town. This project falls within the scope of the Community Preservation Act.*

SO VOTED UNANIMOUSLY

ARTICLE 48. To see if the Town will vote to amend the Zoning Bylaw for the Town to adopt the Federal Emergency Management Agency's (FEMA) Flood Insurance Rate Map (FIRM) in accordance with the National Flood Insurance Act of 1968, in the manner described below, or, to see if the Town will vote to take any action relative thereto:

By deleting the text of Section 3.120 (A) & (B) and Section 6.700 in its entirety and replacing said sections with the following:

3.120 Maps currently in effect for the overlay districts are on file with the Town Clerk and consist of:

A. Flood Plain Overlay District Map as follows:

1. Plymouth County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA), consisting of panel numbers 25023C0094J, 25023C0111J, 25023C0113J, 25023C0114J, 25023C0118J, 25023C0182J, 25023C0184J, 25023C0201J, 25023C0202J, 25023C0203J, and 25023C0206J, dated July 12, 2012.

B. The Aquifer Protection Zone as delineated on the Zoning Map identified in Section 3.110, above.

6.700 – FLOOD PLAIN DISTRICT

The Flood Plain Protection District is intended to provide that land subject to seasonal or periodic flooding shall not be used for residential or other purposes when such use will endanger the health and safety of the occupants thereof, or of the public generally; to assure the continuation of the natural flow pattern of water courses necessary to provide adequate and safe flood water storage capacity to protect persons and property against the hazards of flood inundation; to protect, preserve and maintain the water table and water recharge areas so as to preserve present and potential water supplies; and to preserve the natural character of land within the District.

6.710 Applicability

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The Flood Plain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Hanover designated as Zone A, AE, and AH on the Plymouth County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Plymouth County FIRM that are wholly or partially within the Town of Hanover are panel numbers 25023C0094J, 25023C0111J, 25023C0113J, 25023C0114J, 25023C0118J, 25023C0182J, 25023C0184J, 25023C0201J, 25023C0202J, 25023C0203J, and 25023C0206J dated July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Plymouth County Flood Insurance Study (FIS) report dated July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk (*and anywhere else they may be on file*)

6.720 Restrictions

Within a Flood Plain Protection District no building, wall, dam, bridge or other structure shall be erected, constructed, altered, enlarged, otherwise created, or moved for any residence or other purpose, except as provided in this Section.

The Flood Plain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Sections of the Massachusetts State Building Code (780 CMR) which address floodplain and coastal high hazard areas;
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);

6.730 No dumping, filling, excavating or transferring of any material, including, but not limited to, trash, rubbish, garbage or other waste materials, gravel, sand or loam shall be allowed or permitted, except as provided in this Section.

6.740 In the floodway designated on the Flood Insurance Rate Map, all encroachments, including fill, new construction, substantial improvements to existing structures and other development are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the one hundred (100) year flood. Any encroachment meeting the above standard shall also comply with the flood plain

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requirements of the Massachusetts State Building Code (780 CMR), as amended.

6.750 Within Zone A as designated on the Flood Insurance Rate Map and where the base flood elevation is not provided, the applicant shall obtain any base flood elevation data and shall provide it to the Planning Board for review and approval. The applicant shall provide evidence that it can meet the elevation or flood-proofing requirements, as appropriate, of the Massachusetts State Building Code, as amended.

6.760 Uses Allowed: The following uses are allowed in a Flood Plain District:

- A. Conservation of soil, water, plants and wildlife.
- B. Any woodland, grassland, wetland or agricultural use of land not requiring filling or excavating.
- C. Forestry, grazing, farming, nurseries, truck gardening and harvesting of crops not requiring filling or excavating.
- D. Proper operation and maintenance of dams and other water control devices, including temporary alteration of the water level for emergency purposes.
- E. Accessory uses, such as flower or vegetable gardens, lawns, pasture or forestry areas.
- F. Emergency repair and ordinary maintenance undertaken by the Town or the Commonwealth of Massachusetts within a public right-of-way in existence at the time of adoption of this Section.

6.770 Uses Permitted by Special Permit

The following uses are permitted upon the granting of a Special Permit from the Planning Board, acting as the Special Permit Granting Authority, subject to the procedure established in Section 6.790:

- A. Construction, operation and maintenance of dams and other water control devices.
- B. Bridges and like structures providing passage between lands of the same owner, provided that such bridges and structures shall be constructed, maintained and used at the expense and risk of such owner.
- C. Recreation, including boating, fishing, hunting (where legally permitted) and landings not requiring fill or excavating.
- D. Driveways and roads, but only where alternative means of access are impractical.

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- E. Accessory structures for uses allowed, permitted or exempted in Sections 6.760, 6.770 and 6.780 provided that all such construction complies with the provisions of the Massachusetts Building Code (780 CMR), as may be amended.

6.780 Exemptions

The following exemptions shall apply in a Flood Plain District:

- A. Existing buildings and structures within the Flood Plain Protection District may be repaired, rebuilt, modified or flood-proofed, for uses that are allowed or permitted or are legally pre-existing, non-conforming in the underlying zoning district within which the land is situated in accordance with Section 4 provided that such repairs or modifications are accomplished in a manner which does not increase ground coverage and provided that all such construction complies with the provisions of the Massachusetts Building Code (780 CMR), as may be amended.
- B. Any building for which a building permit was issued, or a notice of intent under Section 40 of Chapter 131 of the Massachusetts General Laws was filed, prior to the date of adoption of this Section of the Bylaw may be constructed and built in accordance with plans lawfully approved and thereafter may be repaired, rebuilt, modified or flood-proofed in a manner which does not increase ground coverage.

6.790 Procedure

Any person seeking a Special Permit pursuant to Section 6.770, above, shall submit to the Planning Board twelve (12) copies of an application for a Special Permit to undertake such an action within the Flood Plain Protection District. The Planning Board shall transmit one (1) copy of the application to the Board of Health and to the Conservation Commission.

- A. The Planning Board shall not approve plans submitted for a Special Permit unless it has received a report from the Board of Health and the Conservation Commission, or thirty-five (35) days have elapsed after transmittal of said application without receipt of such a report.
- B. The Planning Board shall hold a public hearing in accordance with the provisions of Section 11 of Chapter 40A of the Massachusetts General Laws within sixty-five (65) days of the filing of a plan for approval under this Section.
- C. The Planning Board may approve plans submitted under this Section if it finds that, in addition to the purposes established above, the plans make adequate provisions for all of the following:
 - 1. the protection, preservation and maintenance of the water table and water recharge areas;
 - 2. the preservation of the natural river channel plus sufficient width of over bank areas for the passage of flood flows;

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3. the retention of existing flood water storage capacity;
 4. the design of proposed construction in a manner which ensures anchoring to prevent flotation, collapse and/or excessive movement of the structure; and
 5. the design of public utilities in a manner which will minimize or eliminate flood damage.
- D. The Planning Board may approve plans submitted in accordance with the above if it finds that the land to be utilized is:
1. not within the Flood Plain Protection District due to location and/or elevation;
 2. not subject to flooding;
 3. capable of providing suitable drainage conditions for any use which would otherwise be allowed or permitted in the underlying zoning district; and
 4. such that it does not interfere with the general purposes for which the Flood Plain Protection District is established.
- E. Except for Uses Permitted under Section 6.770A., B. & D., above, no approval shall be granted for construction within either twenty-five (25) feet of the centerline of any brook, stream or river or twenty-five (25) feet of the high waterline of any water body, whichever is greater.
- F. Any person who wishes to obtain approval of plans for one of the above reasons shall submit, as part of an application for Special Permit submitted in accordance with this Section, a plan certified by a registered Land Surveyor for the lot on which said structure is intended to be constructed showing elevations of land contours at one (1) foot intervals to the same base as that utilized in preparation of the Flood Plain Protection District maps.

Planning Board
Board of Selectmen

Planning Board to make main motion.

We move that the Town vote to amend the Hanover Zoning Bylaw, Section 3.120 (A) & (B) and Section 6.700 in its entirety and replacing said text so as to reenact said bylaw with the text as provided in the Advisory Committee Supplemental Handout.

The Advisory Committee supports the motion presented by the Planning Board.

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SO VOTED UNANIMOUSLY

ARTICLE 49. To see if the Town will vote, pursuant to Section 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve the addition of fees for Motor Vehicles, Sellers' License to the Board of Selectmen with an effective date of July 1, 2012, in accordance with the following table, and to allow the Board of Selectmen, to update the Fee Schedule on file with the Town Clerk accordingly, or to see if the Town will vote to take any other action relative thereto:

Number of Cars on License 400 – 499	Add a fee in the amount of \$3,000.00
Number of Cars on License 500 – 599	Add a fee in the amount of \$4,000.00

Board of Selectmen

We move that the Town accept this article as written.

Commentary: *This article allows for additional fees for Motor Vehicles, Sellers' Licenses.*

Moderator calls for a count

4 counters already sworn in

new counter sworn in:

Barbara Toohey, 57 Twin Fawn Dr.

YES NO

67 70

The article fails and is not passed

ARTICLE 50. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees to accompany applications to the Board of Selectmen for a Special License (commonly referred to as a "One-Day Liquor License") with an effective date of July 1, 2012 as shown in the table below, and to allow the Board of Selectmen, to update the Fee Schedule on file with the Town Clerk accordingly, or to see if the Town will vote to take any other action relative thereto:

Application Fee for Special License "One-Day Liquor License"	
Non-profit organizations	Change from \$0 to \$40.00 per application

Board of Selectmen

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We move that the Town accept this article as written.

Commentary: *This article will allow for charging non-profit organizations a fee for one day liquor licenses.*

SO VOTED

ARTICLE 51. To see if the Town will vote to authorize the Selectmen to accept a certain parcel of land of six (6) acres more or less off Winter Street listed on the Assessor's Map as Map 76 – Lot 18 located between P.A. Landers and Ames Way, or take any other action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

We move not to accept this gift at this time.

The Advisory Committee supports the motion presented by the Board of Selectmen.

SO VOTED

ARTICLE 52. To see if the Town will vote to authorize the Treasurer/Collector, with the approval of the Selectmen, to accept on behalf of the Town a deed to any parcel of land in Hanover, in which all persons who have an interest in title join as grantors, in lieu of foreclosure of a tax title on such parcel. Provided however, that such deed in lieu shall only be accepted where there are no liens or encumbrances on the land other than those of the Town, (G.L. c.60 §77), or take any other action relative thereto.

Treasurer/Collector
Board of Selectmen

We move that the Town accept this article as written.

Commentary: *This article will allow the Treasurer/Collector with the approval of the Board of Selectmen to accept deeds in lieu of foreclosure of a tax title.*

SO VOTED UNANIMOUSLY

ARTICLE 53. To see if the Town will vote to transfer the name of the Edward M. Amaral Gymnasium from the "old" High School to the "new" High School Gymnasium, or take any other action thereto.

By Petition: Joseph Tokarz
Diane Hickey
Elizabeth Zinke
Christine Ashburn
Richard Ashburn

Petitioner to make main motion.

I move that the Town vote to transfer the name of the Edward M. Amaral Gymnasium from the “old” High School to the “new” High School Gymnasium.

The Advisory Committee supports the motion as presented by the petitioner.

Commentary: *A Town Meeting vote is now required on the naming and dedication of any public grounds, facility or building.*

SO VOTED UNANIMOUSLY

ARTICLE 54. To see if the Town will vote to rescind its vote under Article 28 of the May 2, 2011 Annual Town Meeting, and to direct the Hanover Historical Commission to appoint a Curtis School Task Force to conduct a comprehensive review, involving any applicable town departments, boards, committees, community groups, and private parties, of all available data and options for the building and land at 848 Main Street, including, but not limited to, repair renovation, alteration, adaptive reuse, sale or lease of structures. Said Task Force shall issue its report and recommendations no later than the next Annual Town Meeting, or take any other action in relation thereto.

By Petition: Christopher J. Haraden
Marilyn Haraden
Brian Burke
Marion Lally
Mary A. Ryan

Petitioner to make main motion.

I move that the Town vote to rescind its vote under Article 28 of the May 2, 2011 Annual Town Meeting, and to direct the Town Moderator to appoint a Curtis School Task Force to conduct a comprehensive review, involving any applicable town departments, boards, committees, community groups, and private parties, of all available data and options for the building and land at 848 Main Street, including, but not limited to, repair, renovation, alteration, adaptive reuse, sale or lease of structures. Said Task Force shall issue its report and recommendations no later than the next Annual Town Meeting.

The Advisory Committee recommends against acceptance of the motion presented by the petitioner.

Commentary: *The Curtis School was vacated by the School Department in 2004, and turned over to the Town. Multiple Town departments and organizations have looked at the feasibility of using this building. No fiscally viable use has been determined. The recently completed Townwide building study has determined that the cost to repair and preserve the existing building is cost prohibitive. The May 2011 Town Meeting voted to demolish this building. The Historic Society requested a one year stay from the demolition. During this time period, no group has come forward with a recommendation for the use and preservation of this building. The Advisory Committee continues to support the vote from the May 2011 Town Meeting.*

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Mr. Denney Motion to close debate

SO VOTED UNANIMOUSLY

Main motion fails

SO VOTED

ARTICLE 55. To see if the Town will vote to appropriate from the Overlay Reserve Fund for abatements the sum of \$162,154, or another sum, to the Stabilization Fund, or take any other action relative thereto.

Board of Selectmen
Board of Assessors
Advisory Committee
Town Manager

We move that the Town vote to appropriate from the Excess Overlay Reserve the sum of \$162,154.26 to the Stabilization Fund.

***Commentary:** The Board of Selectmen adopted fiscal policies in order to provide a guideline for sound fiscal management. In order to have healthy financial reserves, the Town should be funding a stabilization fund (savings account) from a dedicated funding source. The fiscal policy states that excess overlay reserve will be the dedicated funding source for the stabilization fund.*

SO VOTED UNANIMOUSLY

ARTICLE 56. To see if the Town of Hanover will vote to raise and appropriate or to transfer from available funds the sum of \$393,043 or another sum under and pursuant to Massachusetts General Laws Chapter 59, Section 21C, or any other enabling authority, which appropriation shall be contingent upon the passage of a Proposition Two and One-Half Override Vote for the purpose of funding the operating budgets of the Hanover Public Schools for the Fiscal year beginning July 1, 2012, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

***Commentary:** Additional funding is not needed at this time due to the expected increase in the Chapter 70 allocation.*

SO VOTED UNANIMOUSLY

ARTICLE 57. To see if the Town will vote to authorize the Board of Selectmen and the Town Manager to accept such sums of money as may be distributed by the Commonwealth of Massachusetts through the Chapter 90 highway grant program, so-called, or take and other action relative thereto, funds to be expended by the Town Manager in accordance with the guidelines and requirements of the Massachusetts Highway Department, or take any other action relative

Journal for Special and Annual Town Meeting Held
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thereto.

Board of Selectmen
Board of Public Works
Town Manager

We move that the Town vote to authorize the Town Manager to accept Chapter 90 Highway Funds as distributed by the Commonwealth of Massachusetts, said funds to be expended by the Town Manager for the purposes stated herein in accordance with the guidelines and requirements of the Massachusetts Highway Department.

Commentary: *Acceptance of this article authorizes the Town Manager to accept Chapter 90 funds as allocated by the State legislature for highway improvements in the Town.*

SO VOTED UNANIMOUSLY

Motion to reconsider Article 10 by Courtnie Grabill

Mr. Pallotta moves to amend only to reconsider education line item in the budget

SO VOTED

Motion to revisit the school budget line item only of Article 10 the Omnibus Budget

Mr Bradley moved to end debate

SO VOTED UNANIMOUSLY

Main Motion Fails

ARTICLE 58. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$32,000, or another sum, for the purchase of a special needs van, purchasing and equipping to be at the direction of the School Committee which is authorized to trade-in or sell a vehicle, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

Commentary: *The School Department has decided to outsource their special needs transportation so no new vehicles are required.*

SO VOTED UNANIMOUSLY

ARTICLE 59. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$90,000, or another sum, for the upgrade and installation of intercom systems at Center and Sylvester Schools to include purchasing, repair, replacement, disposal, installation, and related costs, funds

Journal for Special and Annual Town Meeting Held
Tuesday, May 8, 2012

to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

Commentary: *Responsibility of repairs and maintenance for School buildings has moved to the Centralized Maintenance department. Solutions for improving the existing intercom systems at the Center and Sylvester schools should be reviewed by this department.*

SO VOTED

ARTICLE 60. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$1,020,000, or another sum, for the creating handicap accessibility at Sylvester School to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee, or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

Commentary: *The Advisory Committee recommended a feasibility study for the Center/Sylvester schools. Until that study is complete we do not recommend funding for handicap accessibility.*

SO VOTED

Motion to adjourn Town Meeting to the Annual Town Election on Saturday, May 12, 2012 from 8:00 A.M. to 6:00 P.M.

Town Meeting for 2012 ended at 9:30 P.M.

A True Copy

Attest:

**Robert C Shea
Town Clerk, HANOVER**

HANOVER FIRE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

Fire Alarm Permit and Inspection

Residential [ALL]	[MGL 148 s26B, F/F1/2&E]	50.00	per unit
Commercial – New	[530 CMR s10]	100.00	Base + 25.00 per unit
Commercial – Renovate Existing	[530 CMR s10]	50.00	per unit

Sprinkler System Permit and Inspection

Residential – New Installation		50.00	
Commercial – New Installation	[MGL 148 s27A]	200.00	
Repair or Alteration to System [ALL]	[MGL 148 s27A]	50.00	

Fuel and Flammable Storage/Use

Oil Burner Installation/Alteration [ALL]	[527 CMR 4, MGL 148 s10A]	40.00	
Underground Storage Tank Installation [ALL]	[527 CMR 9.05]	50.00	per tank
Maintain New/Existing Underground Storage Tank	[MGL 148 s10A, s23]	50.00	
Residential AST/UST Removal	[MGL 148 s38A]	50.00	per tank
Commercial UST Removal	[MGL 148 s38A]	100.00	per tank
Flammable Liquid Storage	[MGL 148 s10A]	30.00	
LP Gas Installation & Storage	[MGL 148 s10A, 527 CMR 6]	40.00	
Propane Cylinder for Exchange	[MGL 148 s10A, 527 CMR 6]	50.00	annually
Blasting and Explosives	[MGL 148 s10A]	50.00	
Fireworks Display – Permit	[MGL 148 s39A]	100.00	per event
Fireworks Display – Detail [4 hr min.]	[527 CMR 2.10(3)]		

Permits and Inspections

Tank Truck Inspection	[527 CMR 8.03(2)]	50.00	
Cutting and Welding	[527 CMR 39.04]	50.00	
Misc. Permits *	[MGL 148 s10A]	30.00	
Hood Suppression System	[527 CMR 23]	50.00	
Vent-free Gas Appliances	[527 CMR 30]	40.00	

HANOVER FIRE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

Other

Application for License	[MGL 148 s10A,s28]	50.00
Demolition of a Structure	[MGL 148 s10A,s28]	30.00
Re-inspection [Commercial – After failed test or inspection or not ready on date scheduled]	[MGL 148 s10A,s28]	100.00
Inspections [Quarterly]	[MGL 148 s4]	50.00
Inspections [Health care facilities]	[MGL 111 s51]	50.00
Inspections [Lumberyards]	[527 CMR 17]	50.00
Details [As required – 4 hr. min.]	[MGL 148 s28]	

Plan Review

Commercial Building Plans Review [Town Engineer Review]	[530 CMR 1]	Reference Schedule
Commercial/Residential Building Plans Review [No Town Engineer Review]	[530 CMR 1]	100.00
Site Plan Review – Commercial		100.00
Site Plan Review – Residential [6 or more residences]		100.00
Site Plan Review – Residential [Up to 5 residences]		50.00
Site Plan Review – Retreat Lot		50.00
Records Search – Public Record	[950 CMR 32.06]	25.00
Records Search – Ch. 21E Site Assessment	[950 CMR 32.06(1)(9c)]	25.00
Copies		.20 per page

* Tar Kettle, Spray Booths, Dumpster, Powder Storage, Ammunition Storage, Flammable Decorations, other.

HANOVER POLICE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

False Alarms

Alarms # 1-3	No Charge
Alarms # 4-6	105.00
Alarms # 7-11	205.00
Alarms # 11 and over	505.00

Solicitation Permit

Groups of 1 to 4 people	25.00
Groups of 5 to 9 people	50.00
Groups of 10 or more	100.00

TOWN OF HANOVER
BUILDING PERMIT FEES
 Effective July 1, 2010

***FEE OF \$10.00 PER THOUSAND IS BASED ON CONSTRUCTION COSTS SQUARE FOOT
 (\$50.00 PER UNIT INSPECTION FEE FOR MULTI-FAMILY)**

***New Construction Estimate**

COMMERCIAL	\$ 90.00 per square foot
INDUSTRIAL	\$ 90.00 per square foot
RESIDENTIAL	\$ 90.00 per square foot
MULTI-FAMILY (3 or more units)	\$ 90.00 per sq ft plus \$50.00 per unit inspection fee

***Addition Estimate**

COMMERCIAL	\$ 90.00 per square foot
INDUSTRIAL	\$ 90.00 per square foot
RESIDENTIAL	\$ 80.00 per square foot

***Alteration Estimate**

COMMERCIAL	Contract Cost
INDUSTRIAL	Contract Cost
RESIDENTIAL	Contract Cost

GARAGE 1 CAR	\$ 150.00
GARAGE 2 CAR	\$ 300.00
*OPEN DECK, FARMER'S PORCH ESTIMATE	\$ 40.00 per square foot
*SHEDS OVER 120 SQUARE FEET ESTIMATE	\$ 35.00 per square foot
CERTIFICATE OF INSPECTION	\$ 50.00
CHIMNEY	\$ 65.00
CONSTRUCTION TRAILER	\$ 50.00
DEMOLITION PERMIT ESTIMATE	\$ 10.00 per \$1,000
MOBILE HOME (30 DAYS ONLY)	\$ 50.00
OCCUPANCY PERMIT	\$ 50.00
RELOCATE BUILDING ESTIMATE	\$ 10.00 per \$1,000
*SIGNS	\$ 5.00/sq.ft.
SITE INSPECTION	\$ 75.00
(BUILDING, ELECTRIC & PLUMBING INSPECTIONS)	
STOVES	\$ 50.00
TEMPORARY OCCUPANCY PERMIT	\$ 50.00
TEMPORARY SIGNS	\$ 50.00 COM'L/IND ----\$25.00 RES 1-2 FAMILY
❖ TENTS	\$ 50.00 COM'L/IND-----\$10.00 RES 1-2 FAMILY
❖ YARD SALES	\$ 5.00
MECHANICAL FEE	\$ 100.00
MINIMUM FEE	\$ 50.00 COM'L/IND ---- \$25.00 RES 1-2 FAMILY
❖ EXCEPT AS NOTED	

<i>PENALTY FOR DOING WORK WITHOUT A PERMIT**** DOUBLE FEE</i>
--

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011

COMMERCIAL, INDUSTRIAL & MERCANTILE- Includes building with 3 or more dwelling occupancies

New Construction

First \$5,000. valuation	\$ 75.00
Each add'l \$1,000	\$ 5.00
Maximum Fee	\$ 2,500.00

Remodeling & Additions

First Machine	\$ 50.00
All Other – Each	\$ 30.00
Air Conditioners	\$ 5.00 per ton/maximum \$150.00

Fixtures, Switches & Receptacles

First 5	\$50.00
6-29	\$ 70.00
30-100	\$ 130.00
Over 100 outlets	\$ 2.00 per outlet
Each add'l 100 outlets	\$ 50.00
Each 4' section of fluorescent fixture shall be considered one fixture.	
Electric Signs	\$ 75.00

Transformer

5 KVA or less	\$ 50.00
15 KVA	\$ 70.00
Over 15 KVA	\$ 90.00

Services

200 Amps or less	\$ 50.00
Each add'l 100 Amps or portion thereof	\$ 30.00
Each add'l meter and sub-main	\$ 30.00

Gas Stations

Gas Pumps – Each	\$ 75.00
Pole Lighting	\$ 20.00
Pole Lighting maximum	\$ 240.00
Canopy for Service Station (Prewired)	\$ 100.00

Miscellaneous- Applies to both Residential & Commercial

Annual permits and inspections	\$ 200.00
Requests for inspections (other than usual permits)	\$ 75.00
Re Inspection Fee - 1st time	\$ 50.00
2nd time	\$ 75.00
Carnivals and Concessions	\$ 100.00
Fire & Smoke Alarm Systems	\$ 50.00

Fee Schedule – Department of Municipal Inspections

Burglar Alarm	\$ 50.00
Traffic Light	\$ 100.00
Each add'l if applied for at same time	\$ 50.00
Underground Conduit 1-5 (subdivision)	\$ 100.00
6-10 (subdivision)	\$ 125.00
Over 10 (subdivision)	\$ 150.00
Telecommunication (first 30 jacks)	\$ 50.00
Each add'l jack	\$ 2.00
Minimum Fee	\$ 75.00

TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011

RESIDENTIAL

New Dwellings	\$ 200.00
Electric Heat additional	\$ 40.00

Remodeling & Additions

Switches, Receptacles & Fixtures

First 5	\$ 50.00
6-29	\$ 60.00
30-50	\$ 80.00
51 or more	\$ 100.00

Major Appliances

Replacement Water Heater (same size)	\$ 50.00
Ranges, Counter Top Units, Ovens, Disposal & Dishwasher (each)	\$ 50.00
Hot Water Heaters	\$ 40.00
Gas or Oil Burners	\$ 50.00
Portable Air Conditioners	\$ 40.00
Stationary Air Conditioners - \$15.00 per ton maximum per unit ..	\$ 100.00/Unit
(applies to both Commercial and Residential)	

Services

Not over 200 amps connected, each 100 amps or less	\$ 50.00
Each add'l meter or sub-feed/sub-panel	\$ 30.00
Temporary Service	\$ 50.00

Swimming Pools

Above Ground	\$ 75.00
Inground	\$ 100.00
Hot Tubs and Spas	\$ 75.00
Hydromassage Tubs	\$ 50.00

Any Device not Listed

First 10KW	\$ 30.00
Each add'l KW	\$ 3.00
Septic Alarm (only).....	\$ 40.00
Pump and Alarm.....	\$ 60.00

Minimum Fee **\$ 50.00**

TOWN OF HANOVER
GAS PERMIT FEES
Effective July 1, 2011

Residential

Hot Water Tank/Tankless	\$ 40.00
(Combination with Plumbing Permit)	
First Fixture.....	\$ 45.00
Each Additional Fixture.....	\$ 20.00
Reinspection Fee	\$ 45.00
Minimum Fee	\$ 45.00

Commercial

Hot Water Tank/Tankless	
(Combined with Plumbing Permit	\$ 55.00
First Fixture	\$ 55.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 75.00
Minimum Fee	\$ 55.00

**NOTE: ANY APPLICATION THAT HAS MORE THAN ONE
FIXTURE MUST CHECK OFF TEST \$ 20.00**

PENALTY FOR DOING WORK WITHOUT A PERMIT DOUBLE FEE

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER

PLUMBING PERMIT FEES
Effective July 1, 2011

Residential

New house minimum	\$ 200.00
Hot Water Tank/Tankless (Combined with Gas Permit).	\$ 35.00
Hot Water Heater (Electric)	\$ 35.00
Back Flow Preventer	\$ 35.00
This is not 1 st fixture and must be checked off on all Boiler replacements.	
First Fixture	\$ 35.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 50.00
Minimum Fee	\$ 35.00

Commercial

Hot Water Tank/Tankless	\$ 50.00
(Combined with Gas Permit)	
Hot Water Tank (Electric)	\$ 50.00
Backflow Preventer	\$ 45.00
First Fixture	\$ 55.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 75.00

Minimum Fee \$ 55.00

Demo of any Kind \$ 100.00

PENALTY FOR DOING WORK WITHOUT A PERMIT DOUBLE FEE

Fee Schedule – Department of Municipal Inspections



**TOWN OF HANOVER
DEPARTMENT OF WEIGHTS AND MEASURES
FEE SCHEDULE 4/15/2008**

SCALES	FEE	MEASURING DEVICES	FEE
OVER 10,000 LBS.	\$125.00	GASOLINE METER	\$20.00
5,000-10,000 LBS.	\$ 75.00	VEHICLE TANK (OIL TRUCKS)	\$40.00
1,000-5,000 LBS.	\$ 50.00	EACH INDICATOR	\$25.00
100-1,000 LBS.	\$ 40.00	VEHICLE TANK GRAVITY	\$40.00
10-100 LBS.	\$ 20.00	BULK STORAGE	\$45.00
10 LBS – LESS	\$ 15.00		
		OTHER DEVICES	
ALL WEIGHTS	\$ 2.00	TAXI METERS	\$25.00
AVOIRDUPOIS, METRIC		ODOMETER/HUBODOMETER	\$25.00
APOTHECARY, TROY			
		LEATHER MEASURE	\$10.00
		(SEMI-ANNUAL)	
		FABRIC MEASURING	\$10.00
		WIRE/ROPE CORDAGE	\$10.00
		LINEAR MEASURES	\$ 5.00
		YARD STICKS/ TAPES	
REVERSE VENDING	\$0		
(BOTTLE RETURN)			
RETAIL CHECKOUT SYSTEMS / SCANNER UNITS			
EACH	\$ 25.00		
LESS THAN 4 UNITS	\$ 75.00		
4 TO 11 UNITS	\$150.00		
MORE THAN 11 UNITS	\$250.00		

Fee Schedule – Department of Municipal Inspections

HANOVER BOARD OF HEALTH FEE SCHEDULE

Effective July 1, 2011

<u>PERCOLATION TESTS / OBSERVATION HOLES</u>	\$ 300.00	1/2 day A.M. only
	\$ 600.00	Full Day A.M. and P.M.
<u>DISPOSAL WORKS PERMIT</u> (new or repair)		
up to 500 gallons	\$ 200.00	Per System or Building
500- 999 gallons	\$ 300.00	
1,000-1,999 gallons	\$ 325.00	
2,000-9,999 gallons	\$ 450.00	
over 10,000 gallons	\$ 850.00	
<u>COMPONENT REPAIR</u>	\$ 75.00	(based upon 1 insp., add'l inspections @ \$75 per)
<u>RESUBMISSION OF PLANS</u>	\$ 55.00	Requiring add'l review time
or	\$ 25.00	Not requiring add'l review time (in house)
<u>SUBMISSION OF ESTABLISHMENT PLANS</u>	EQUAL TO COST OF THE PERMIT(S)	
<u>FOOD PERMIT</u> (Retail up to 999 S/F)	\$ 125.00	Annually
1,000 S/F to 9,999 S/F	\$ 200.00	Annually
10,000 S/F PLUS	\$ 500.00	Annually
<u>FOOD ESTABL. PERMIT - FOOD SERVICE</u>		
Seating - 0-30	\$ 150.00	Annually
Seating – 31-99	\$ 150.00	Annually
Seating- 100 Plus	\$ 300.00	Annually
<u>MILK PERMIT</u>	\$ 10.00	Annually
<u>FROZEN FOOD DESSERT PERMIT</u>	\$ 25.00	Annually
<u>CATERING</u>	\$ 50.00	Annually
<u>MOBIL UNITS PERMIT - YEARROUND</u>	\$ 100.00	Annually
<u>MOBIL UNITS PERMIT - SEASONAL</u>	\$ 50.00	Annually
<u>TOBACCO SALES PERMIT</u>	\$ 100.00	Annually
<u>TEMPORARY FOOD PERMIT-MULTIPLE VENDOR EVENTS</u>	\$ 15.00	(Per Event, for vendors not already licensed)
<u>REINSPECTION FEE FOR FOOD ESTAB.</u>	\$ 75.00	Per Hour (one hour minimum)
<u>TITLE V INSPECTORS PERMIT</u>	\$ 100.00	Annually
<u>INSTALLERS PERMIT</u>	\$ 100.00	Annually
<u>TEST FEE FOR INSTALLERS PERMIT</u>	\$ 25.00	Per Test
<u>SEPTAGE PUMPERS PERMIT</u>	\$ 100.00	Annually
<u>RUBBISH COLLECTORS</u> (Garbage License)	\$ 100.00	Annually
<u>TANNING SALON LICENSE</u>	\$ 100.00	Annually
<u>BODY ART ESTABLISHMENT</u> (Tattooing / Body Piercing)	\$ 200.00	Annually
<u>BODY ART PRACTITIONER</u>	\$ 75.00	Annually
<u>PUBLIC/PRIVATE CAMP LICENSE</u>	\$ 225.00	Annually (\$10.00 Lic & \$215.00 Applic. & Inspect. fee)
<u>PUBLIC SWIMMING POOL PERMIT</u>	\$ 150.00	Per Pool / Annually
<u>FUNERAL DIRECTOR LICENSE</u>	\$ 25.00	Annually
<u>ANIMAL PERMIT</u>	\$ 25.00	Annually

Fee Schedule – Department of Municipal Inspections

**HANOVER BOARD OF HEALTH
FEE SCHEDULE (Continued)**

Effective July 1, 2011

<u>TEMPORARY ONE DAY EVENT FEE *</u>	\$ 50.00	Per Event (an additional fee will be required for inspections, TBD by the BOH, based upon size of event)
<u>INSPECTION FEE FOR TEMPORARY EVENTS</u>	\$ 75.00	Per Hour (one hour minimum)
<u>CARNIVAL FEE *</u>	\$ 250.00	Per Event (based upon 5 food booths, \$50 per booth after that)
<u>FARMERS MARKET FEE *</u>	\$ 500.00	Entire Season
<u>WELL PERMIT</u> - Drinking	\$ 100.00	
<u>WELL PERMIT</u> - Irrigation	\$ 50.00	
<u>EMERGENCY INSPECTION FEE</u> - During Town Hall hours	\$ 100.00	1st hour
	\$ 75.00	Each Additional Hour (1 hour min.)
<u>EMERGENCY INSPECTION FEE</u> - After Town Hall hours, holidays & weekends	\$ 200.00	1st hour
	\$ 150.00	Each Additional Hour (1 hour min.)
<u>RE-INSPECTION</u>	\$ 75.00	1 Hour Min.
<u>COURT APPEARANCE</u>	\$ 250.00	Min. 1/2 Day / \$500 Full Day
<u>HOUSING CERTIFICATION</u>	\$ 75.00	
<u>APPLICATION FEE FOR MULTI - UNIT HOUSING</u>	EQUAL TO COST OF THE PERMIT(S)	
<u>MULTI - UNIT HOUSING LICENSE</u>		
1-9 rooms	\$ 100.00	Annually
10-23 rooms	\$ 150.00	Annually
more than 24 rooms	\$150.00 + \$15.00 For Each Additional Unit	

* The Board of Health reserves the right to charge additional fees to the applicant for temporary events to recover costs incurred. Any person or business working without a permit or license will be subject to a fine equal to double the permit fee.

PLANNING BOARD

FEE SCHEDULE & SUBMISSION REQUIREMENTS FOR PERMITS & FILINGS



AS OF JULY 1ST, 2009

Permit Type (Regulation Reference)	Permit Filing Fee †	Number of Plan Copies Required †	Consultant Review Fees & Additional Requirements †
Approval Not Required (ANR / Form A) <i>Subdivision Rules & Regs</i> <i>Section II.B.</i>	\$250.00 (filing) & \$250.00 (per buildable lot)	1 Mylar 5 Bond copies ** AutoCAD Copy Required	Not Applicable
Preliminary Subdivision <i>Subdivision Rules & Regs</i> <i>Section III.A.1.</i> <i>Section III.A.2.</i>	\$1,000.00 (filing)	10 large copies (24x36) 7 small copies (11x17)	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant)
Definitive Subdivision <i>Subdivision Rules & Regs</i> <i>Section III.B.1.</i>	\$1,000.00 (per buildable lot)	10 large copies (24x36)* 7 small copies (11x17) *1 Mylar of approved plan for signing ** AutoCAD Copy Required	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant) Advertising & Notice Costs (varies)
Site Plan Review <i>General Bylaws</i> <i>Section 6-18: Fees</i> <i>Subsection 3</i>	\$2,000.00 (filing)	10 large copies (24x36) 7 small copies (11x17) *Design Review Board Submission (see Note 3 below) ** AutoCAD Copy Required	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant) Advertising & Notice Costs (varies)
Special Permit(s) <i>General Bylaws</i> <i>Section 6-18: Fees</i> <i>Subsection 3</i>	\$500.00 (Per Special Permit)	10 large copies (24x36) 7 small copies (11x17)	See Above Requirements for "Site Plan Review" (filed in conjunction)

† NOTES:

- 1) 7 Small Plan Copies (11x17) are required for review and approval by seven (7) Planning Board members
- 2) 10 Large Plan Copies (24x36") are required for review and comment by the following:

(A) Town Planner	(F) Building Inspector
(B) Conservation Agent/Conservation Commission	(G) Health Agent/Board of Health
(C) Department of Public Works/Board of Public Works	(H) Design Review Board
(D) Police Department / Traffic Control Officer	(I) File Copy
(E) Fire Department / Fire Prevention Officer	(J) File Copy
- 3) Only 2 copies are required for the application form, general correspondence, stormwater calculations, and additional reports and documentation.
- 4) Filing, consultant review and permit fees may be waived for a Limited Site Plan Reviews, however, advertising and associated fees are required per state law.
- 5) Abutter Notification shall be as follows: Definitive Subdivisions: Direct Abutters w/ Certified Mail, Return Receipt Requested
Special Permits & Site Plan Reviews: Abutters within 300 ft. w/ Certificate of Mailing

Fee Schedule – Department of Municipal Inspections

- 6) *2 Copies of the following items must be included for review and comment by the Hanover Design Review Board (DRB) for All New or Altered Structures proposed, including any proposed Planned Residential Development for Seniors (PRDS) or Village Planned Unit Developments (VPUD):*

(A) *Building Layout Plans*
(B) *Signage Details*

(C) *Elevations/Building Facades*
(D) *Detail on Exterior Treatment*



TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE
EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

APPLICATION Type:	PROJECT Type:	FEE:	
Notice of Intent* (NOI) (NOI) (NOI) (NOI) (NOI)	Category 1	\$ 110.00	per activity
	Category 2	\$ 500.00	per activity
	Category 3	\$ 1050.00	per activity
	Category 4	\$ 1450.00	per activity
	Category 5	\$4.00	per linear ft
Notice of Resource Area Delineation* (ANRAD)	Category 6 <i>also requires establishment of Guaranteed Deposit Account</i>	\$100.00	per resource area
(ANRAD) w/ Simplified Review (ANRAD w/SR)	NO LONGER APPLICABLE Category 6a <i>also requires establishment of Guaranteed Deposit Account</i>	\$25.00 plus \$ 100.00	per resource area
Request for Determination of Applicability (RDA) (RDA) (RDA)	Category 7	\$ 100.00	per activity
	Category 8	\$ 150.00	per lot
	Category 9	\$ 250.00	per activity
Other Fees applicable to Category 1 – Category 9	Category 10	Additional 50% of applicable fee	Riverfront Area Activity
	Category 11	Additional 100% of applicable fee	After-the-Fact filings
Certificate of Compliance (COC) (COC) (COC) (COC)	<i>Prior to 10/3/93:</i> Residence	\$ 50.00	
	Non-residence	\$ 100.00	
	Subdivision	\$ 200.00	
	<i>10/4/93 to present:</i>	***No-Fee***	
Extension Permit	<i>within the first three years of issuance</i>	\$ 50.00	
	for expired permits	\$ 100.00	per expired year
Enforcement Order	<i>To recommence work:</i> Residence	\$ 100.00	
	New residence	\$ 200.00	
	Other	\$ 500.00	
Letter to Lender/Release of lot(s)		\$ 50.00	
Agent Site Visit	Residential	\$ 50.00	
<i>for other than application process or for additional site inspections.</i>	Non-residential	\$ 100.00	
Emergency Certificate		\$ 200.00	
Request to Review Revised Plan or Request for an Amended OOC	If app. fees were based of Category 1, 6 – 9	\$ 50.00	
	If NOI fees were based on Category 2	\$ 200.00	
	If NOI fees were based on Category 3 – 5	\$ 400.00	
Duplicate True Attested Copies	all documents	\$ 10.00	per document

Explanation of Fees

TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

Category 1 Fee for each activity is \$110 per activity

- a) Existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b) Site Preparation, removal of vegetation, excavation, grading, house not proposed;
- c) Control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d) Resource Area improvement;
- e) Septic Upgrade, repair;
- f) Monitoring well activities;
- g) new agricultural or aquaculture projects.

Category 2 Fee for each activity is \$500.00 per activity

- a) Construction of single family house, site prep., detention basin, driveway (projects not pursuant to 310 CMR 10.53(3)(e));
- b) parking lot;
- c) beach nourishment;
- d) electric generating facility activities, unrelated to drainage;
- e) inland limited projects except road crossings and agriculture;
- f) each crossing for driveway to single family house;
- g) any point source discharge;
- h) control vegetation in development;
- i) water level variations;
- j) any other activity not in Category 1, 3, 4, 5 or 6;
- k) water supply exploration.

Category 3 Fee for each activity is \$1,050.00 per activity

- a) site preparation (for development) beyond Notice of Intent scope;
- b) each building (for development) including site;
- c) road construction not crossing or driveway;
- d) hazardous cleanup;
- e) water supply development.

Category 4 Fee for each activity is \$1,450.00 per activity

- a) each crossing for development or commercial road;
- b) dam, sluiceway, tide-gate (safety) work;
- c) landfills operation/closures;
- d) sand and gravel operations;
- e) railroad line construction;
- f) bridge;
- g) hazardous waste alterations to resource areas;
- h) dredging;
- i) package treatment plant and discharge;
- j) airport tree clearing;
- k) oil and/or hazardous material release response actions.

Category 5 Fee is \$ 4.00 per linear foot; (total fee not to be less than \$100.00 or greater than 2,000.00)

- a) work on docks, piers, revetments, dikes, etc. (coastal or inland).

Category 6 Fee is \$ 100.00 per resource area delineated *on all property types* for an Abbreviated Notice of Resource Area Delineation (ANRAD).

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14. No site inspections by the Commission's Wetland Consultant will take place until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Explanation of Fees- *continued*

TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

Category 6a Fee is **\$25.00 plus an additional \$100.00 per resource** area delineated on *all property types* for an Abbreviated Notice of Resource Area Delineation with Simplified Review (**ANRAD w/ SR**).

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14. No site inspections by the Commission's Consultant will take place until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Category 7 Fee is \$100.00 for work >50 ft. from resource areas or temporary activities

- a). existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b). site Preparation, removal of vegetation, excavation, grading, w/ **house not proposed**;
- c). control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d). resource Area improvement;
- e). septic Upgrade, repair;
- f). monitoring well activities, irrigation wells;

Category 8 Fee is **\$150.00** for work >50 ft. from resource areas or temporary activities

- a). new single family dwelling,
- b). site preparation for new single family dwelling
- b). septic system for new residential lot
- c). landscaping in relation to new residential lot

Category 9 Fee is **\$250.00** for work >50 ft. from resource areas or temporary activities

- a). Non-residential: addition, parking lot, earthwork,
- b). new non-residential construction and site preparation,

Category 10 Fee is **an additional 50% of total fees** calculated - for projects having one or more resource areas as well as Riverfront Area.

(For projects with Riverfront Area only on the site, use standard fees as listed above.)

Category 11 Fee is **an additional 100% (double) of total fees** calculated for applications that must be submitted due to activities not approved by the Commission with or without enforcement actions and/or fines. Such applications shall be noted with:

"After-the-Fact"

NOTE: *Additional fees and fines may be applicable if a Restoration Order, Enforcement Order, or Enforcement Order with Cease and Desist is issued in addition to the requirement of filing an After-the-Fact application.*



WORKSHEET

for

Town of Hanover Conservation Commission Fee Schedule

**PLEASE USE THIS PAGE TO CALCULATE YOUR FEES
and submit this form with the appropriate amount of fees
with your Application**

To find your total fees due, complete the following:

NOTE: Due to the variety and complexity of projects, six lines have been provided. Residential applications may require the use of only one or two lines, where subdivisions and commercial projects may require the use of all six. If additional lines are necessary, please feel free to add them. Please call the Conservation Office at 781-826-6505 if you have any questions or need help to complete this form.

Column: A.	B.	C.	D.	E.
Type of Application:	Category:	Associated Fee(s):	Number of activities, feet, lots, etc.:	Subtotal for each line:
Enter what application you are filing, <i>RDA, NOI, ANRAD, etc.</i>	Enter the category number for all activities such as #1, 2, 3, etc.	Enter <u>Dollar amount</u> for one activity, foot, lot, etc. as listed in each corresponding category.	Enter <u>the number</u> of activities: for example- <i>2 each, 100 linear feet, 6 lots, or 2 resource areas, etc.</i> as listed in each corresponding category.	Multiply numbers in columns "C" and "D" for each line and enter the dollar amount below.
1. <u>ANRAD</u>	Cat. # <u>6.a.</u>	\$ <u>100.00</u>	<div style="background-color: #cccccc; width: 80px; height: 20px; margin: 0 auto;"></div>	\$ <div style="background-color: #cccccc; width: 80px; height: 20px; margin: 0 auto;"></div>
2.	Cat. # _____	\$ _____		\$ _____
3.	Cat. # _____	\$ _____		\$ _____
4.	Cat. # _____	\$ _____		\$ _____
5.	Cat. # _____	\$ _____		\$ _____
6. Total Application Fee:				\$ _____
Enter the sum of items in column "E" and <u>submit this amount in full</u> with your application.				

TOWN OF HANOVER
LICENSES ISSUED BY THE BOARD OF SELECTMEN
FEES EFFECTIVE JULY 1, 2008

TYPE	FEES
LIQUOR LICENSES:	
All Alc. Bevs. - Restaurant (ComVic)	\$ 2,500
All Alc. Bevs. - Clubs	\$ 1,200
All Alc. Bevs - Package Store	\$ 2,000
Wine/Malt Bevs. - Restaurant (ComVic)	\$ 1,500
Wine/Malt Bevs - Package Store	\$ 2,000
Special One-Day (all)	\$ 75
Charitable/Non-Profit	\$ -
Liquor License Application/Hearing fee	\$ 250
Filing Fee/Alteration - Licenses:	
1st Change	\$ 250
2nd Change	\$ 500
3rd Change	\$ 750
All Alcoholic - Druggist	\$ 300

TYPE	FEES
Amusement/Theaters - Weekdays: Per Screen (movie theaters 7 days)	\$ 50
Entertainment/Common Victualler	\$ 50
Entertainment/Amusement - Weekdays, Sundays after 1:00 PM	\$ 50
Automatic Amusement Devices (per device)	\$ 50
Dance School Permit	\$ 5
Fortune Teller	\$ 50
Pawnbroker	\$ -
Second Hand Articles	\$ 10
Bowling Alley (per lane)	\$ 25
Pool Table (per table)	\$ 25
Junk Dealer (gold, silver, etc.)	\$ 200
Junk Collector (gold, silver, etc.) Renewal	\$ 75
Roller Skating Rinks	\$ -
Lodging Houses (includes dorms)	\$ -

OTHER LICENSES:	
Taxi (per cab)	\$ 25
Off Duty Work Detail services per hr	10%
Auctioneer (annual)	\$ 150
1 day auction	\$ 100
Sunday Entertainment:	
Per Event	\$ 25
P. Yr. (per screen) -not C. Vic.	\$ 25
Sunday Opening (after Noon)	\$ -
Holiday Opening	\$ -
Common Victualler/Innholder - New	\$ 200
Common Victualler/Innholder - Renewal	\$ 75
Retail Sale of Beverages - vending machines	\$ -
Mobile Lunch Carts	\$ 100

Fire Department Permits: (with approval of Selectmen)	
Gasoline (flammable) Storage:	
New (including public hearing)	\$ 200
Renewal	\$ 100
Gasoline: Split Island	
New	\$ 200
Renewal	\$ 100
UST Removal:	
Residence	\$ 25
Business	\$ 100

MOTOR VEHICLES - SELLERS' LICENSE:	
# Cars on License:	
0 - 21	\$ 250
22 - 99	\$ 500

Miscellaneous:	
Cable TV	\$ 1
Gravel Removal (per acre)	\$ 50
Public Hearing Preparation	\$ 200
Golf Instruction Clinic	\$ 50
Miniature Golf	\$ 50
Golf Driving Range	\$ 50
Mini Go-Carts	\$ 50
Water Boats	\$ 50

100 - 199	\$ 1,000
200 - 299	\$ 1,500
300 +	\$ 2,000
Automobile Lease/Rental	\$ 250

Other Amusement Devices	\$ 50
Batting cages	\$ 25
Christmas Tree Sales	\$ 125
Carnivals, etc.	\$ 500
Public Constable - New	\$ 100
Public Constable - Reappointments + fees set by statute	\$ 25
Sworn Weigher Compliance Fee (per incident investigated)	\$ 100
All other appointments, permits & licenses - minimum per	\$ 25

* In addition to these fees, a processing charge for professional review by outside vendors will be billed at cost. Present rates are: Attorney\$125/hr, Paralegal, Law Clerk, or Legal Assistant\$60/hr. **Cost to be determined by vendor at time of service.**

Clerk/Selectmen Fee Chart Eff 7.1.08 Reformatted.xls

REPORT OF THE TOWN COLLECTOR

To the Board of Selectmen and the Citizens of Hanover

Total revenue processed through the Collectors Office - **\$84,983,187.80**

Collections in Fiscal Year 2012 [July 1, 2011 thru June 30, 2012] for real estate, personal property, motor vehicle excise, parking tickets, false alarm bills and water billing together with miscellaneous collections such as interest and fees on delinquent payments amounted to \$38,374,616.79.

There were 5,368 real estate parcels and 771 personal property bills. The total tax levy was \$34,894,686.19. Unpaid water accounts for the purpose of establishing a lien were committed to the 2012 preliminary real estate bills. These were unpaid water bills in calendar year 2011 [01/01/2011- 12/31/2011]. Interest is assessed at a rate of 16%, plus a fee of \$25.00 to each account. The total assessment was \$113,730.20.

The Town of Hanover accepted the Community Preservation Act at the November 2, 2004 election. As accepted, the act imposes a 3% surcharge on the real estate bill. The surcharge appears as a separate line on the real estate tax bill noted as CPA. The amount committed to FY 2012 real estate was \$795,926.65.

All departmental revenues are processed through the Town Collector's Office. Included in these payments are ACH payments which are disbursements from the state, ambulance amounts from Comstar, and federal grants. Payments originating from individual departments are issued on a voucher system. Deposits are made on a daily basis and reported weekly to the originating department. During the period July 1, 2011 thru June 30, 2012, a total of 15,915 vouchers were processed.

There were 14,719 motor vehicle excise tax bills issued for vehicles registered and garaged in the Town of Hanover during FY 2012. There were also an additional 1,766 motor excise tax bills issued for registrations in year(s) 2007 through 2011. If a motor vehicle excise tax or parking fine remains unpaid, the Registry of Motor Vehicles is notified to invoke the provisions of Chapter 60, Section 2A, which would call for the "flagging" of a driver's license and would deny the right to renew a license or register a motor vehicle in this Commonwealth or any other state until the Registry has been advised that all taxes are paid in full. This flagging system has proven to be extremely effective. Bills were collected dating back to 1984. The CLEARING FEE to the Registry of Motor Vehicles amounted to \$10,100.

Total receipts for Municipal Lien Certificates were \$33,400.00. A Municipal Lien Certificate is a legal document prepared for mortgage transfers, refinancing or line of credit. This document indicates whether taxes and municipal charges are paid. The cost of this certificate is \$50.00.

During Fiscal Year 2012, \$202,595.80 was collected in interest and fees. This represents interest at the rate of 14% for all unpaid and overdue payments on real estate taxes and 12% on motor vehicle excise taxes, together with demand and warrant charges. Bills that are past due after the demand process are turned over to an outside Deputy Collector for collection.

The Department of Public Works commits all water bills to the Tax Collector's office for collection, accounts are billed on a rotating quarterly basis. The amount committed for Fiscal 2012 was \$3,346,019.82; the amount collected in Fiscal 2012 was \$3,086,674.90.

Collections for parking fines were \$3,590.60. Parking in a handicapped area is \$50.00, blocking fire lanes and impeding snow removal is \$25.00, all other fines are \$15.00.

Since the inception of both the Educational and Elderly/Disabled funds, \$17,963.13 has been contributed to the funds. Both funds are overseen by committees appointed by the Board of Selectmen through the guidelines of the Department of Revenue.

In closing, it is truly a privilege to serve this wonderful community. Thank you to the taxpayers of Hanover for their conscientious efforts to pay the many bills that are mailed from this office. Collections continue to be excellent which reflects the Town of Hanover's Aa2 Bond rating as of September 2012.

I would also like to thank the staff in the Collector's office for their diligent efforts on a daily basis to process the abundance of work that comes through this office in a professional, courteous manner.

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Respectfully submitted,

DARLEEN L. SULLIVAN
TOWN COLLECTOR

REPORT OF THE TREASURER

To the Board of Selectmen and the Citizens of Hanover:

DETAIL OF CASH BALANCES as of JUNE 30, 2012

Petty Cash	\$ 14,025.00
Citizens Bank	\$ 6,936,931.60
MMDT	\$ 4,855,599.28
TD Bank North	\$ 25,241.43
TD Bank North (Deferred Comp)	\$ 32.42
Rockland Trust	\$ 256,173.91
UniBank – Taxes	\$ 133,025.87
UniBank – Park and Recreation	\$ 220,511.31
UniBank – Before and After School Program	\$ 194,367.97
Reliance Trust	\$ 11,119,825.72
UniBank – TeePee School Program	\$ 210.87

SUBTOTAL \$ 23,755,945.38

Police Federal Forfeiture	\$ 8,687.06
Library Funds	\$ 451,264.00
Stabilization	\$ 1,696,776.45
Trust Funds	\$ 313,627.79
Student Activity Funds	\$ 76,638.40
Affordable Housing Trust	\$ 355,992.61

SUBTOTAL \$ 2,902,986.31

TOTAL OF ALL ACCOUNTS \$ 26,658,931.69

Respectfully submitted,

Darleen L. Sullivan
Town Treasurer

TREASURER'S COMPENSATION REPORT

The following amounts represent compensation for fiscal year 2012 (July 1, 2011 – June 30, 2012). Column 1 includes compensation for normal duties. Column 2 includes compensation for work beyond normal duties and compensation paid by a third party.

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
ABBAN DEBORAH	\$72,878.81	\$0.00
ABBAN JONATHAN A.	\$76,011.87	\$25,538.96
ABBOUD CHRISTINE A	\$10,113.99	\$0.00
ABORN MAURA A	\$65,615.00	\$842.50
ACORN JEFFREY	\$63,693.64	\$6,909.26
ADAMS ABIGAIL	\$55.00	\$0.00
ALESSANDRI MARK S.	\$0.00	\$4,527.00
ALFIS MARTIN P.	\$71,529.61	\$44,455.99
ALLEN DANA	\$30,397.51	\$13,533.05
ALLEN JOHN ROBERT	\$59,529.91	\$15,673.20
ALLEN LEE ANN L.	\$37,025.56	\$473.00
ALMEIDA GINA	\$29,172.50	\$0.00
ANASTASIO ERNEST P.	\$0.00	\$34,358.25
ANDERSON KAREN E	\$67,255.00	\$0.00
ANDERSON MINDY I.	\$78,300.00	\$0.00
ARBIA ROSALIE ANN	\$5,446.29	\$0.00
ARDINI KEVIN J.	\$1,124.50	\$0.00
ARDINI LEAH	\$43,675.42	\$4,929.63
ARENA JR PETER R	\$60,305.77	\$3,319.52
ARNONE JAMES J.	\$48,611.54	\$3,964.19
ARRIA MARIO M.	\$13,658.96	\$21,707.99
ASHBRIDGE DEREK W	\$144.17	\$0.00
ASHTON BARRY E	\$6,126.89	\$3,645.42
ATCHISON MAUREEN	\$18,095.94	-\$8.16
ATKINSON ELAINE	\$1,030.00	\$1,200.00
AZEVEDO DIANE H.	\$71,103.00	\$0.00
AZIZIAN CHRISTOPHER M	\$68,340.68	\$43,588.38
BAIRD EMILY R	\$69,000.00	\$0.00
BANKS KATHLEEN F.	\$75,772.00	\$312.50
BARLOW STACIE A.	\$81,543.00	\$997.50
BARNES JR ARTHUR B	\$1,635.20	\$0.00
BARRESI AUDREY G	\$19,054.21	\$0.00
BARRON ERIC C.	\$66,618.68	\$17,504.78
BARRON WANDA J.	\$51,627.66	\$0.00
BARRY CAROLINE	\$1,965.00	\$0.00
BARTOLOTTI KATHERINE	\$84,358.00	\$0.00
BEAL JANE E.	\$120.88	\$0.00
BEERS ANN R.	\$145.29	\$0.00
BELLANTONI LISA M	\$4,702.44	\$12,164.00
BENITEZ BENJAMIN E	\$48,270.00	\$506.50
BENNETT KRISTIN A	\$1,730.69	\$0.00
BERG ERICK R.	\$2,156.17	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
BERGER LINDA J.	\$34,071.29	\$0.00
BERGLUND VIRGINIA C.	\$56,840.41	\$0.00
BERRY MICHAEL J	\$42,690.93	\$2,140.38
BERRY PATRICIA B	\$63,662.05	\$0.00
BILLINGS DOUGLAS N.	\$82,835.77	\$50.00
BITETTI MARY A.	\$69,201.00	\$714.00
BLANCHARD ANDREW THOMAS	\$2,114.83	\$43.05
BLANCHARD JEFFREY R.	\$107,992.78	\$0.00
BLANCHARD KENNETH	\$36,098.43	\$0.00
BLINSTRUB THOMAS J.	\$43,312.55	\$2,887.94
BLYTHE GARDNER S.	\$27,185.87	\$1,733.52
BOIDI ELAINE	\$16,047.36	\$0.00
BOND DAVID C	\$95.19	\$0.00
BOSTIC WILLIAM	\$65,358.73	\$11,077.08
BOSTWICK DEBORAH A	\$69,201.00	\$5,062.88
BOUCHER THOMAS A.	\$25,352.01	\$0.00
BOWLES DOROTHEA C	\$86,005.00	\$0.00
BOYLE ALICE L.	\$84,358.00	\$0.00
BRADFORD JULIE D	\$58,897.00	\$0.00
BRADFORD KAREN F	\$101.54	\$0.00
BRANDMARK DAWN G	\$52,195.92	\$1,744.92
BRAUN ANDREW	\$55,794.94	\$12,626.17
BREAULT LAURA E	\$79,926.00	\$0.00
BREWIN RACHAEL E	\$70,176.00	\$0.00
BRIGHT LAWRENCE S	\$245.49	\$0.00
BRIGHT YVONNE D	\$245.49	\$0.00
BRINKMANN ROBERT G.	\$10,384.05	\$0.00
BROOKS HARVEY F	\$400.00	\$0.00
BROWN JESSICA L.	\$75,137.00	\$430.08
BROWN LAUREEN C	\$187.50	\$750.00
BROWN LEONARD W.	\$42,534.76	\$3,751.48
BROWN ROBERT F.	\$3,253.34	\$0.00
BROWN TIMOTHY P.	\$64,331.00	\$7,761.00
BROWN-LOW BETSY LIN	\$47,894.12	\$0.00
BRUCE NOREEN F.	\$11,261.99	\$0.00
BRUGNOLI MARYANN	\$86,641.00	\$0.00
BRYERTON ALICIA A.	\$61,726.00	\$0.00
BUCCA MICHAEL J	\$56,920.75	\$14,486.70
BUCCHIANERI ROSINA C.	\$28,979.20	\$0.00
BUCKLEY JENNIFER A	\$8,796.00	\$0.00
BUCKLEY JOY E.	\$22,640.00	\$0.00
BUDDEN ANNE MARIE	\$54,068.00	\$2,256.25
BURGESS BARBARA M.	\$26,545.01	\$5,442.88
BURGESS KARA A	\$1,805.00	\$0.00
BURGIO LORRAINE M.	\$41,756.76	\$0.00
BURKE JULIE A	\$38,212.97	\$0.00
BURKE KELLY A.	\$372.50	\$660.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
BURNS DEBORAH L	\$11,180.00	\$33,540.00
BURNS ELLEN C	\$59,108.00	\$0.00
BUZALSKY KARL J.	\$72,178.98	\$25,625.39
BYRON KORRI J	\$63,412.50	\$5,143.36
CAMBAL ANNE E	\$58.02	\$0.00
CAMPBELL KATHLEEN B	\$56,320.00	\$0.00
CAMPBELL LORI A	\$70,824.00	\$0.00
CAMPBELL LYNNE E	\$46,065.88	\$0.00
CAPALDO JOANNE M	\$28,401.00	\$2,000.00
CARCEO CAITLIN C	\$56,666.40	\$1,250.00
CARLSON GARY N.	\$396.00	\$0.00
CARNEY ANDREW J.	\$29,306.53	\$2,244.49
CAROTA KRISTEN L	\$49,597.75	\$0.00
CARPENTER DANIEL M.	\$50,102.53	\$3,002.09
CARPENTER TIMOTHY A.	\$44,886.64	\$2,309.94
CATALDO MICHAELA A	\$1,872.20	\$0.00
CAULFIELD KATHY M.	\$68,877.00	\$0.00
CAULFIELD LYND SAY J	\$2,028.60	\$0.00
CAVALLARO JASON M	\$84,657.76	\$35,344.43
CAVANAGH SHIRLEY M.	\$110.22	\$0.00
CAVANAUGH AMY E	\$381.90	\$0.00
CENTORINO MARK A	\$56,320.00	\$4,718.00
CEURVELS JR ARTHUR L	\$23,145.12	\$0.00
CHADWICK MARILYN	\$37,528.92	\$0.00
CHAMBERS THOMAS E.	\$72,784.11	\$32,546.97
CHANDLER KATHLEEN A.	\$61,726.00	\$0.00
CHANNELL FREDERICK S	\$0.00	\$375.00
CHASE LAURA C.	\$68,003.08	\$0.00
CHASE MICHAEL T	\$1,305.00	\$0.00
CHATSKO MICHAEL P.	\$33,438.42	\$0.00
CHOATE HEATHER A	\$54,068.00	\$3,212.50
CIRIELLO JR ROBERT J.	\$3,205.28	\$0.00
CIRINO ROBERT D	\$1,615.68	\$0.00
CLANCY GRAHAM R	\$1,778.72	\$0.00
CLANCY JR VINCENT J.	\$28,229.16	\$0.00
CLARKSON TROY B. G.	\$21,551.76	\$800.00
CLASBY SUZANNE D.	\$71,800.00	\$0.00
CLEARY JOSEPH P.	\$66,674.01	\$27,754.68
CLIFFORD KATHLEEN A	\$1,620.13	\$178.24
COATES ANN M.	\$84,358.00	\$4,336.00
COGILL KYRALEA	\$22,500.75	\$0.00
COLE DANIELLE M	\$6,697.40	\$12,661.60
COLE ROBERT E	\$54,866.02	\$0.00
COLEMAN KEVIN P.	\$45,782.92	\$5,000.97
COLLINS LAURA F.	\$84,358.00	\$0.00
COLON DONALD W	\$2,401.56	\$0.00
COMEAU JANICE	\$28,632.24	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
CONANT JR. ROBERT E.	\$49,262.72	\$1,517.44
CONANT SUSAN M	\$13,348.80	\$0.00
CONCANNON SHERRY M.	\$84,358.00	\$0.00
CONDON JR DANIEL F	\$3,129.00	\$0.00
CONDON-SILVIA RITA A.	\$86,005.00	\$0.00
CONNELLY LISA J	\$0.00	\$3,470.00
CONNELLY RICHARD	\$974.04	\$0.00
CONNELLY SUZANNE	\$37,278.60	\$0.00
CONNOLLY CHRISTINE M	\$1,452.50	\$2,700.00
CONNOLLY JEAN H.	\$2,240.00	\$3,300.00
CONRAD MEREDITH C	\$160.00	\$0.00
CONSOLI CORINNE C	\$59,108.00	\$0.00
COOGAN MARGARET R	\$38,611.70	\$0.00
COOK ANDREW E	\$0.00	\$4,082.00
COOKE MAUREEN L.	\$65,139.10	\$0.00
CORBETT BEVERLY A	\$8,083.60	\$0.00
CORBETT NICOLE S.	\$40,732.00	\$0.00
COSGROVE, JR JOHN J	\$0.00	\$150.00
COUTURE GREGORY A.	\$616.00	\$0.00
COYLE FRANCIS W.	\$71,688.00	\$17,149.00
COYNE DONNA M.	\$15,213.10	\$0.00
CRAIG DONNA M.	\$43,910.84	\$8,454.07
CRAIG JULIETTE S	\$25,778.02	\$1,471.35
CRAIG KELLIE A	\$0.00	\$937.48
CRATTY SUSAN K	\$21,433.00	\$0.00
CRAWFORD DAVID M.	\$75,137.00	\$2,875.00
CRAWFORD ELIZABETH A.	\$105.21	\$0.00
CROMER AMY L.	\$780.00	\$945.00
CRONIN STEPHEN J	\$2,323.55	\$0.00
CROWLEY CARCELLA E	\$250.50	\$0.00
CURLEY JANET L	\$69,201.00	\$0.00
CURRAN DEBORAH M.	\$87,908.00	\$0.00
CYR BRIDGET M	\$2,100.00	\$0.00
CZOLADA LAURA L	\$15,906.91	\$118.95
D'ANDREA MEGAN B.	\$12,859.00	\$41.34
DANN ELAINE L.	\$9,932.80	\$76.80
DANZEY RICHARD	\$32,685.62	\$633.29
DAOULAS LEE A.	\$13,262.50	\$0.00
DARGON-BOWEN CHRISTINE C.	\$3,170.50	\$0.00
DARMETKO TAYLOR R	\$1,505.52	\$0.00
DAVIS JUDITH L	\$37,347.44	\$720.98
DAVIS ROSALIND H	\$67,886.00	\$0.00
DAVIS SARAH E	\$25,487.08	\$0.00
DEACETIS GINO	\$70,031.24	\$36,204.69
DEBENEDICTIS LOUIS C.	\$68,602.39	\$27,008.70
DECIE KENNETH G	\$67,886.00	\$0.00
DECOTIS ANASTASIA	\$56,320.00	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
DECRISTOFARO SUSAN B	\$125.00	\$375.00
DEFERRARI CYNTHIA J	\$3,604.00	\$5,100.00
DEFranzo ANTHONY C.	\$88,287.00	\$6,531.00
DEGENNARO NICOLE A	\$1,605.40	\$0.00
DEGRENIER JANE	\$108,352.00	\$0.00
DEGRENIER JENELL L	\$18,033.75	\$3,015.00
DELLA CROCE LISA M	\$59,108.00	\$179.20
DEMEO ELLEN M.	\$18,150.41	\$219.51
DEMITA LAURIE A	\$7,287.28	\$0.00
DEPATTO LOUIS B	\$67,886.00	\$3,266.00
DEPHILLIPS JENNIFER L	\$64,331.00	\$0.00
DEVINE BRITTANY A	\$1,020.00	\$0.00
DEVINE CAROLYN S	\$4,009.50	\$0.00
DEVINE JOSEPH M.	\$1,082.40	\$0.00
DEVINE LAUREN M	\$39,831.24	\$0.00
DEYOUNG TRACY J.	\$10,565.42	\$0.00
DIBARA ALICIA L.	\$70,824.00	\$0.00
DICKSON CYNTHIA M.	\$4,678.25	\$0.00
DIGIOVANNA MARISSA A	\$24,976.00	\$0.00
DIGIOVANNA SAMANTHA L	\$4,569.50	\$0.00
DINIAK VICTOR	\$104,544.29	\$0.00
DINNEEN MARIE	\$48,821.40	\$171.75
DISABATO JR JOSEPH	\$210.42	\$0.00
DISABATO KATHERINE A	\$245.49	\$0.00
DITULLIO KIMBERLY E	\$5,175.00	\$0.00
DIXON KIMBERLY A	\$36,450.85	\$0.00
DOHERTY SEAN R.	\$3,138.96	\$121.78
DOOLITTLE PAUL B.	\$360.00	\$1,260.00
DOWLING MAURA K	\$38,583.00	\$0.00
DOWNS ALICE W.	\$68,520.00	\$0.00
DOWNS ELIZABETH S	\$56,320.00	\$636.88
DOYLE JOANNE	\$7,966.40	\$0.00
DOYLE SHAUN PATRICK	\$44,547.87	\$14,947.38
DOYON RICHARD B	\$95.19	\$0.00
DRAHEIM KELLYANN	\$0.00	\$3,266.00
DRINKWATER KAREN M	\$6,402.43	\$0.00
DRINKWATER LINDSAY C	\$3,768.75	\$0.00
DRISCOLL ELIZABETH A.	\$42,556.48	\$0.00
DRISCOLL KERI E	\$57,833.00	\$0.00
DRUMMY DEBORAH A	\$14,443.00	\$0.00
DUBOIS TRACEY M	\$53,464.23	\$0.00
DUGGAN THOMAS B	\$61,726.00	\$370.00
DULMAN MARITA C.	\$1,219.55	\$17,561.52
DUNN GREGORY T	\$2,424.20	\$17.25
DUNPHY GEORGE E	\$6,118.98	\$0.00
DUNPHY JAMES P	\$3,278.00	\$0.00
DURGIN LISA J.	\$135.38	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
DURO ELLEN M	\$27,894.55	\$4,679.00
DUSTIN JEFFREY T	\$31,052.55	\$3,703.46
DYER LAUREN C.	\$2,757.24	\$0.00
DYER PHYLLIS	\$24,970.84	\$122.37
EARLE CHRISTINE	\$480.00	\$900.00
EARLE JOHN W	\$61,256.98	\$10,257.55
ECONOMOS PAUL M	\$67,886.00	\$2,669.00
EDGAR JOAN E	\$61,726.00	\$1,876.00
EDGAR PATRICIA A	\$600.00	\$2,625.00
EDGAR ROBERT J	\$0.00	\$18,043.00
EDGERLY JAMIE M	\$14,968.00	\$0.00
EGAN CHARLES E	\$112,495.25	\$0.00
EGAN SUSAN E	\$22,231.95	\$70.00
ELICH KATHLEEN A.	\$36,384.59	\$0.00
EMERY KATHLEEN M.	\$45,903.85	\$1,489.05
EMERY LLOYD F	\$35,957.20	\$366.66
ENNIS KERRY L.	\$84,358.00	\$0.00
ENNIS SCOTT L.	\$899.59	\$526.68
ENNIS STEVEN	\$30,998.49	\$283.36
ESPOSITO GENNARINA	\$3,525.00	\$0.00
FAHEY ELIZABETH K	\$75,352.04	\$300.00
FALVEY CHRISTINE N	\$5,928.00	\$0.00
FANNING PETER L	\$2,525.40	\$0.00
FARIA GEORGE J.	\$67,886.00	\$160.00
FARLEY, JR ROBERT J	\$45,908.78	\$5,430.38
FARRELL STEVEN R	\$9,126.60	\$73.76
FAY CHRISTINE	\$75,050.00	\$4,336.00
FEDUS-KOSKY ZUZANNA D.	\$12,800.00	\$0.00
FENNESSEY THOMAS V.	\$1,511.66	\$0.00
FERGUSON CYNTHIA L.	\$86,005.00	\$0.00
FERGUSON PAMELA	\$12,944.15	\$0.00
FERRARO NANCY E.	\$27,108.77	\$0.00
FERRY ANTHONY	\$70,785.93	\$6,436.13
FILE MICHAEL M.	\$36,342.59	\$0.00
FISHER BRIAN M.	\$0.00	\$7,234.00
FITZGERALD DANIEL M	\$24,707.86	\$1,609.81
FLAHERTY JESSICA ROSE	\$75,567.08	\$0.00
FLAVELL SARAH M.	\$60,504.00	\$0.00
FLEMING CHRISTINE R.	\$60.00	\$0.00
FLOOD ADAM N	\$2,182.50	\$0.00
FLYNN CLAIRE M.	\$170.34	\$0.00
FLYNN JANIS E.	\$37,678.92	\$0.00
FLYNN TIMOTHY	\$49,160.37	\$6,375.64
FOGG JR JOHN	\$0.00	\$32,751.75
FOLEY KATHLEEN A	\$26,576.25	\$3,897.87
FONTES JOHN	\$2,327.00	\$0.00
FORGIT JENNIFER B	\$4,323.84	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
FOSS JENNIFER M.	\$67,573.00	\$0.00
FRANZOSA CAROL A.	\$80.16	\$0.00
FRANZOSA PAUL P.	\$77.36	\$0.00
FRARE TARA L.	\$22,734.40	\$4,301.60
FRASER ROBYN L	\$14,652.01	\$0.00
FRATTASIO JONATHAN	\$0.00	\$860.00
FRATUS DONNA J	\$57,603.00	\$0.00
FREELAND DAWN R.	\$13,469.30	\$0.00
FREEMAN FREDERICK J.	\$75,627.30	\$15,485.49
FULLERTON WILLIAM R.	\$40,896.26	\$127.98
FUNDER NANCY C.	\$38,005.37	\$0.00
GALLAGHER CHRISTOPHER J	\$6,704.12	\$0.00
GALLAGHER JAMES F.	\$86,032.75	\$17,396.58
GALLAGHER JANINE C	\$130.00	\$487.50
GALLAGHER KATHRYN M	\$43,102.19	\$120.00
GALLAGHER MARIANNE	\$40,160.89	\$0.00
GALLAGHER MAURA V	\$1,795.00	\$0.00
GALLAGHER PETER R	\$37,918.50	\$1,311.75
GALLIGAN HUGH T	\$82,646.20	\$0.00
GALLINARO BARBARA L	\$16,796.08	\$10,015.02
GALLIVAN PATRICK J	\$52,253.68	\$0.00
GALOTTI ANN MARIE	\$87,061.00	\$0.00
GARDNER JAIMEE R.	\$16,008.75	\$756.00
GARLAND SUSAN S.	\$1,650.00	\$2,850.00
GATELY ALLYSON M	\$61,061.00	\$0.00
GEORGE DEBORAH	\$15,500.00	\$0.00
GERRIOR DANIELLE R.	\$3,291.00	\$1,878.00
GERRISH KERI-LYNN	\$27,186.00	\$1,062.00
GERRISH MATTHEW M	\$8,050.50	\$177.15
GHOSTLAW NORA E	\$2,011.68	\$0.00
GILARDI GARY L	\$140.22	\$0.00
GILL DEBORAH M.	\$86,521.00	\$1,600.00
GILLESPIE JANET M.	\$18,975.00	\$0.00
GILMARTIN BEVERLY A.	\$64,920.25	\$0.00
GIROUX JOAN	\$18,997.31	\$609.92
GISER SHEILA H	\$46,536.00	\$0.00
GOFF ELAINE	\$26,537.32	\$0.00
GOKEY SHAWN J.	\$57,654.17	\$7,603.81
GOLDEN ELIZABETH	\$4,010.05	\$0.00
GOLDSTEIN JOANNE T.	\$86,005.00	\$0.00
GOLDTHWAIT NANCY J.	\$7,887.60	\$0.00
GOLEMME BRIAN J.	\$38,142.48	\$456.61
GOODWIN LYNNE A.	\$38,819.10	\$0.00
GORDON ANNE M.	\$57,573.00	\$0.00
GOSSELIN KATELYN J.	\$3,540.00	\$2,160.00
GRABOWSKI RACHEL A.	\$34,124.53	\$0.00
GRADY JAMES P	\$41,206.00	\$7,686.30

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
GRANT MAUREEN P	\$821.25	\$1,000.00
GRAY BRYAN F	\$1,584.70	\$0.00
GRAY DOROTHEA W	\$75,550.00	\$0.00
GREEN LISA MARIE	\$70,824.00	\$0.00
GREEN NANCY	\$48,031.52	\$0.00
GREENE SEANA T	\$46,946.25	\$0.00
GREER ALYSON L	\$56,320.00	\$2,449.00
HADDAD GENIVIEVE F	\$6,556.02	\$4,050.00
HADFIELD KRISTINE M	\$46,731.66	\$238.11
HAJJAR KAITLIN B	\$2,906.59	\$0.00
HAJJAR MICHAELA M	\$2,550.70	\$6.90
HAJJAR TIMOTHY M.	\$0.00	\$3,266.00
HALL MARIE L	\$14,143.75	\$6,956.25
HALLORAN MEGAN E.	\$33,595.00	\$0.00
HAMPTON JAYLA C.	\$6,412.50	\$0.00
HANNIGAN JOSEPH	\$34,521.78	\$670.39
HANSEN DANA E	\$71,186.75	\$14,182.67
HANSEN LINDY A.	\$75,137.00	\$0.00
HANSEN PETER C.	\$0.00	\$18,016.25
HANSON KATHERINE M	\$10,660.00	\$0.00
HARDER-BERNIER CATHERINE G	\$48.35	\$0.00
HARRINGTON DONALD	\$57,783.69	\$9,012.34
HARRISON PETER J.	\$0.00	\$3,062.00
HARTNEY MARILYN	\$88,794.00	\$0.00
HAYES THOMAS W	\$16,959.36	\$8,619.72
HEALEY ROBERT G	\$13,890.76	\$926.79
HEALY HEATHER C.	\$60,557.00	\$1,031.25
HEAVERN DENISE R.	\$80,712.00	\$0.00
HEFFRON CASSANDRA F	\$21,945.00	\$0.00
HEGARTY STEPHEN M	\$59,123.00	\$7,329.50
HEIL LORI S.	\$275.00	\$120.00
HENDERSON RONALD K.	\$19,574.15	\$241.84
HENDERSON STEVEN J	\$51,058.04	\$1,020.00
HERBERT MARY F.	\$50,360.00	\$425.00
HERRMANN STEVEN D.	\$61,044.00	\$12,185.96
HEYWOOD JR ROBERT P.	\$53,266.28	\$368.00
HICKEY HELENMARIE	\$600.00	\$2,475.00
HIGGINBOTTOM AMANDA L	\$1,807.50	\$1,140.00
HILL DEBRA M.	\$0.00	\$5,308.00
HINES RACHEL S	\$47,479.53	\$0.00
HOADLEY JOHN E.	\$21.14	\$0.00
HOADLEY MICHAEL	\$1,144.12	\$819.00
HOADLEY RYAN P	\$2,180.00	\$0.00
HOFFMAN JESSICA L.	\$896.76	\$0.00
HOFFMAN MARGARET R.	\$53,118.93	\$0.00
HOGAN MELISSA A	\$1,005.00	\$180.00
HOGAN SUSAN M	\$31,124.65	\$0.00

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
HOGAN THOMAS J.	\$86,005.00	\$300.00
HOOK JASON T	\$42,876.54	\$4,227.17
HOOK ROBERT C.	\$44,498.31	\$9,246.25
HOPKINS JOHN E.	\$89,331.60	\$1,887.00
HORN ALYSSA M	\$2,221.13	\$0.00
HORNE GEORGE H.	\$47,069.38	\$2,587.35
HORTON DEIRDRE M	\$1,871.97	\$0.00
HORTON SIOBHAN M.	\$7,051.43	\$0.00
HOWARD ANN A	\$11,624.47	\$0.00
HOWES JR THOMAS J	\$6,705.00	\$435.00
HRENKO CHRISTINE M	\$21,595.17	\$450.00
HUGHES ANNA D	\$78,300.00	\$0.00
HURLEY ANDREA A	\$66,156.04	\$5,382.50
HUTCHISON SCOTT T.	\$67,886.00	\$0.00
HYNES DONNA M.	\$7,306.26	\$0.00
INGLIS ROBERT E.	\$66,573.15	\$14,732.94
IRELAND MICHELLE E.	\$64,331.00	\$250.88
ITZ BARBARA	\$165.33	\$0.00
JACKMAN DEBORAH J.	\$16,811.00	\$0.00
JACOBSON NANCY P.	\$8,342.46	\$336.00
JACOBSON SCOTT A	\$2,635.00	\$5,475.00
JAKUB DAVID	\$0.00	\$5,308.00
JANKINS MARGARET M	\$7,931.55	\$0.00
JANSON DONALD G.	\$43,811.22	\$7,432.30
JOHNSON ERIC R.	\$70,002.04	\$25,239.88
JOHNSON KAREN ANN	\$70,675.00	\$0.00
JOHNSON MARY ANN	\$84,358.00	\$0.00
JOHNSON MICHELLE	\$38,638.60	\$76.24
JOHNSON PHYLLIS A.	\$2,047.50	\$450.00
JONES COLLEEN S	\$75,137.00	\$1,417.50
JONES MICHAEL S.	\$1,357.07	\$4,784.00
JONES STEPHANIE K.	\$810.00	\$0.00
JORDAN KELLY-ANN	\$62,156.08	\$0.00
JOY JILL A.	\$75,567.08	\$0.00
JUDGE ANNE C	\$25,662.08	\$508.80
JUDGE KIMBERLY A	\$760.00	\$0.00
JUDGE MADELEINE A	\$687.50	\$0.00
KACAMBURAS KELLY A	\$56,535.04	\$0.00
KACZOWKA ANNA M	\$60.12	\$0.00
KANE TIMOTHY A.	\$71,600.48	\$32,913.09
KARDOOS JOSEPH A.	\$20,260.93	\$2,772.23
KATAPODIS GREGORY M.	\$506.00	\$594.00
KATSIKIS KRISTINA M	\$1,485.80	\$0.00
KATSILIERIS THERESA A.	\$74,217.00	\$0.00
KAY ALEXIS L	\$6,783.00	\$2,760.00
KEARNS KERRI A.	\$57,891.78	\$0.00
KEATING PAUL J	\$9,835.59	\$22.08

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
KEDDY LAURIN L	\$5,462.00	\$0.00
KEEFE JOANNE M.	\$25,585.39	\$0.00
KEENAN JOHN J	\$0.00	\$15,825.00
KELLEHER CHRISTINE M E	\$3,902.56	\$9,268.58
KELLEY JULIANNE P	\$2,665.70	\$55.20
KELLY JUDITH A	\$37,429.85	\$0.00
KELLY REBECCA M	\$66,256.04	\$0.00
KELSER SARAH C	\$58,250.00	\$0.00
KENDRICK SCOTT B.	\$65,649.49	\$6,061.24
KENNEDY KRISTEN P	\$1,911.72	\$0.00
KENNEY CAROLYN M.	\$89,155.46	\$0.00
KENNEY KARA M	\$37,990.00	\$1,947.00
KENNEY ROBERT D.	\$79,605.92	\$42,636.94
KETCHEN PAUL R	\$54,068.00	\$5,663.00
KIMBALL ELEANOR M	\$330.66	\$0.00
KINASEWICH PATRICIA L.	\$84,992.00	\$0.00
KING BRIAN G	\$0.00	\$8,992.00
KINNEY DEBORAH M.	\$5,987.25	\$0.00
KINSMAN SCOTT A	\$42,801.74	\$6,411.94
KIRBY JANET	\$2,210.00	\$0.00
KIRLEY TIMOTHY J.	\$65,435.07	\$32,613.03
KLING JEANNE	\$70,675.00	\$150.00
KMITO GINA M	\$570.00	\$0.00
KOCH MARY K	\$2,225.00	\$120.00
KOSAK LYNNE A	\$775.00	\$2,625.00
KOSAK MEGHAN M	\$1,219.69	\$0.00
KOST JANEL E	\$66,561.81	\$0.00
KRALL CAROL A	\$60,419.00	\$0.00
KRIEG JOHN M.	\$75,137.00	\$0.00
KRISTIAN MARTHA S	\$8,280.00	\$0.00
KUSTKA SUSAN E	\$91,116.25	\$0.00
LAFOND SARAH D.	\$84,992.00	\$0.00
LAFRENIERE LANCE A.	\$9,203.50	\$1,866.08
LAIDLER WILLIAM F.	\$13,370.50	\$0.00
LAIVO,JR. WILLIAM E	\$20,383.18	\$38.60
LAMOUREUX LISA G	\$10,079.50	\$0.00
LANCASTER INGRID A.	\$2,132.85	\$0.00
LANCASTER MARK E.	\$86,005.00	\$218.75
LANDRY SUZANNE T	\$477.50	\$2,125.00
LANE ANNA K	\$3,432.06	\$0.00
LANE BRIAN H	\$29,921.79	\$4,058.43
LANE MATTHEW B	\$1,228.17	\$0.00
LANGTON TERENCE W.	\$88,035.81	\$3,565.93
LAROSE CAROL L.	\$4,871.45	\$0.00
LARSON CHERYL ANN	\$75,137.00	\$0.00
LARUE ALBERT J.	\$46,256.45	\$5,330.78
LAVANGIE TODD M	\$51,154.30	\$5,399.02

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
LAVERTUE KURT W.	\$25,502.93	\$4,669.85
LAWRENCE KELLY A	\$67,034.17	\$0.00
LAWRENCE RICHARD P.	\$11,463.77	\$28,067.28
LEACH HOLLY ANNE	\$78,939.00	\$2,992.50
LEE ABIGALE B	\$1,759.68	\$0.00
LEE ANN F	\$39,603.20	\$0.00
LEETCH DONNA C	\$110.22	\$0.00
LEHANE ELLEN L.	\$7,895.96	\$0.00
LEIGH KIMBERLY A	\$14,922.20	\$0.00
LEONARD MARY E	\$37,483.60	\$0.00
LEONE STACEY B	\$1,756.55	\$2,000.00
LEONIDO JANICE D	\$63,555.86	\$0.00
LESLIE JR. ROGER A.	\$627.00	\$561.00
LESLIE MARK R	\$42,530.97	\$5,503.64
LIBBY JEANNETTE L.	\$67,255.00	\$0.00
LINDAMOOD DAVID P.	\$34,604.16	\$0.00
LINDSAY DENNIS M.	\$5,593.16	\$0.00
LINGLEY-GOKEY KRISTEN	\$41,579.20	\$120.00
L'ITALIEN PATRICIA	\$46,928.79	\$0.00
LOHAN MARYANNE	\$16,552.68	\$97.56
LORD RICHARD A	\$16,220.80	\$0.00
LOSORDO PATRICIA S.	\$67,886.00	\$0.00
LOVELL STEPHEN J	\$71,299.00	\$525.00
LOWRY-NEE GAYLE F	\$38,266.03	\$0.00
LUCAS DAVID C	\$8,447.56	\$6,960.06
LUCCARELLI BETH C	\$70,176.00	\$0.00
LUNDIN KURT A.	\$234.00	\$234.00
LUNETTA KYLE J	\$3,385.82	\$0.00
LYNCH ADAM H.	\$1,215.00	\$0.00
LYNCH AMY C.	\$26,653.67	\$0.00
MAC VICAR-WELCH CHRISTINA L	\$12,807.50	\$4,440.00
MACCINI STEPHEN A	\$2,017.00	\$0.00
MACFARLANE PATRICK G	\$0.00	\$3,902.00
MACFARLANE SANDRA D.	\$39,126.10	\$0.00
MACINTYRE ELIZABETH	\$17,400.00	\$0.00
MACKENZIE SEAN R.	\$29,306.53	\$1,962.49
MACLEAN CURT	\$84,481.15	\$0.00
MACMACKIN WILLIAM J	\$42,999.70	\$9,048.37
MACMASTER MAUREEN K.	\$1,295.00	\$600.00
MACNEILL MARY A.	\$71,254.08	\$0.00
MAHONEY ANDREW B	\$56,528.00	\$0.00
MAHONEY MICHAEL F	\$39,254.80	\$9,929.99
MALLEY SANDRA M.	\$6,774.40	\$0.00
MALLOCH KRISTIN L.	\$72,066.37	\$4,270.93
MALONE JAMES M	\$4,512.28	\$0.00
MANCILLAS RISA M	\$98,493.25	\$0.00
MANCUSO RICHARD	\$43,959.02	\$3,914.90

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
MARDEN JULIE M.	\$11,523.27	\$0.00
MARINO ANTHONY L	\$97,852.13	\$0.00
MARTIN DIANE R.	\$27,787.96	\$84.00
MARTUCCI MARIE L.	\$36,754.74	\$235.87
MASTRANGELO STEVEN F	\$2,866.08	\$0.00
MATTES CAROL M	\$185.37	\$0.00
MATTES RICHARD J	\$270.54	\$0.00
MAURER JOSEPHINE M	\$2,898.23	\$0.00
MAYOTT MICHAEL J	\$42,841.44	\$5,313.45
MCCABE KAREN M	\$5,435.00	\$60.00
MCCARTHY MAUREEN A	\$15,581.82	\$0.00
MCCUSKER TINA C.	\$69,677.00	\$2,449.00
MCDERMOTT JESSICA A.	\$40,732.00	\$0.00
MCDONNELL ADRIENNE C	\$52,319.20	\$0.00
MCDONOUGH JOANNE	\$101,233.75	\$0.00
MCDONOUGH KAREN L.	\$15,560.64	\$0.00
MCDONOUGH VALERIE A.	\$85,159.00	\$0.00
MCGARRY MATTHEW J	\$44,632.00	\$0.00
MCGILL MOLLY S	\$755.00	\$0.00
MCGINNIS CAROL A.	\$86,435.08	\$0.00
MCGRATH MELISSA E.	\$64,331.00	\$0.00
MCGREGOR LINDSAY K	\$0.00	\$3,496.37
MCHENRY KATHERINE L.	\$75,137.00	\$0.00
MCKEEVER MICHAEL	\$73,490.37	\$37,347.45
MCKENNA LORI ANN	\$75,137.00	\$0.00
MCKENNA LORI J.	\$79,926.00	\$0.00
MCLAUGHLIN ARTHUR C	\$46,080.83	\$2,567.76
MCLEOD MAURA A	\$2,785.00	\$750.00
MCMAHON PAULA M.	\$54,309.00	\$0.00
MCNAMARA ANDREA G	\$61,726.00	\$312.50
MCNAMARA DONNA M.	\$13,358.69	\$0.00
MCNAMARA JAMES M	\$1,480.00	\$3,300.00
MCNAMARA STEPHEN D.	\$56,883.68	\$20,320.11
MCNEIL ASHLEY E	\$6,513.75	\$17,758.13
MCNIFF DENNIS M.	\$67,748.95	\$3,702.47
MCNULTY CATHERINE H.	\$25,845.43	\$0.00
MCVEY JOAN	\$25,712.97	\$0.00
MCVINNEY NANCY	\$47,182.93	\$4,320.66
MEADOWS MARK M	\$0.00	\$1,020.00
MEAGHER MICHAEL P.	\$5,000.00	\$0.00
MERRICK CHRISANN	\$76,244.88	\$0.00
MERZBACHER THOMAS P.	\$86,005.00	\$0.00
MESSINA JR JOSEPH	\$0.00	\$5,308.00
MESSINA NICOLE L.	\$5,397.50	\$900.00
METIVIER BRIAN R.	\$65,627.38	\$21,720.68
METIVIER JAMES E.	\$68,813.98	\$11,968.63
MILLER RALPH	\$2,550.00	\$5,250.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
MILLS WENDY L	\$50,295.27	\$9,289.56
MINDES-WEINER BETH	\$30,304.00	\$0.00
MISK KIM	\$27,268.23	\$5.18
MITTON ROBYN A	\$50,760.20	\$0.00
MOAR STEPHEN	\$73,429.25	\$53,710.91
MOHN DOROTHY L	\$37,140.62	\$587.44
MOLLOY MARK D.	\$86,005.00	\$7,234.00
MOLLOY SUZANNE	\$50,615.00	\$0.00
MOLYNEAUX LESLIE J.	\$80.16	\$0.00
MONAHAN CHRISTA M.	\$75,987.04	\$855.00
MONAHAN GINA M	\$6,662.50	\$0.00
MONTILIO BENJAMIN J	\$1,040.00	\$0.00
MONTILIO MARK J.	\$990.00	\$869.00
MOORE JOHN R	\$37,619.79	\$7,140.82
MOORE NANCY M.	\$89,809.00	\$0.00
MOORE SCOTT A.	\$25,549.85	\$1,342.22
MORAN KERRI A	\$58,897.00	\$1,032.50
MORGAN JENNIFER L	\$1,447.50	\$360.00
MORRIS FRED A	\$3,600.00	\$0.00
MORRIS JOHN F.	\$111.21	\$0.00
MORRISON KERI A.	\$75,137.00	\$1,000.00
MOUSSALLI ANTHONY E	\$68,731.59	\$0.00
MULFORD PORTER G	\$1,998.00	\$0.00
MULLEN BARBARA A.	\$20,081.10	\$0.00
MULLEN LISA A.	\$70,824.00	\$0.00
MULLIGAN BRENDAN J	\$0.00	\$3,470.00
MULLIGAN JUDITH A.	\$26,147.99	\$248.00
MURNEY LYNNE M.	\$1,575.00	\$4,500.00
MURPHY JOSEPH M	\$8,861.98	\$0.00
MURPHY KERYN E.	\$0.00	\$3,062.00
MURPHY STEPHANIE L	\$75,137.00	\$0.00
MURRAY JUDITH A.	\$7,344.00	\$0.00
MURRAY KATHLEEN M	\$38.68	\$0.00
MURRAY MICHELLE L	\$6,888.41	\$2,933.05
MURRAY ROBERT F	\$90,605.55	\$0.00
NAMEIKA RACHEL C.	\$75,137.00	\$0.00
NASH KRISTINE E	\$158,651.00	\$2,400.00
NAYLOR COOPER R	\$73,428.00	\$0.00
NEAL BETSEY L.	\$46,067.13	\$0.00
NEE THOMAS D	\$82,967.23	\$0.00
NELSON GARTH R	\$0.00	\$5,308.00
NELSON MIKAELA	\$1,905.00	\$0.00
NESTI PATRICIA A.	\$40,005.60	\$3,371.11
NEVINS MARY FRANCES	\$16,161.12	\$511.75
NEWBITT DAVID A.	\$0.00	\$3,470.00
NEWCOMB PAUL C.	\$0.00	\$40.00
NEWTON PATRICK W	\$57,833.00	\$1,842.50

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
NICHOLS LINDA K	\$4,722.00	\$4,575.00
NICOLL DEBRA A.	\$84,358.00	\$0.00
NIHAN GREGORY K.	\$92,020.70	\$828.00
NIHAN JOHN F	\$4,316.07	\$0.00
NIHAN KEVIN P	\$4,546.08	\$0.00
NIXON SALLY M	\$48,638.50	\$5,759.63
NUNNALLY DAWN N	\$37,592.33	\$0.00
NYMAN CHRISTINA	\$28,865.00	\$0.00
O'BRIEN CLAUDIA J	\$63,350.00	\$100.00
O'BRIEN KATHLEEN M.	\$43,764.49	\$3,438.94
O'BRIEN THOMAS J	\$40,324.35	\$135.77
O'CONNOR JOANNE F.	\$37,350.95	\$0.00
O'CONNOR WILLIAM M	\$46,598.62	\$5,222.45
O'DONNELL HEIDI A	\$32,546.25	\$500.00
O'DONNELL MICHAEL J	\$0.00	\$5,104.00
O'HARA JANE	\$15,009.52	\$152.48
O'KANE PATRICIA A	\$38,169.15	\$0.00
O'LEARY DEBORAH J.	\$1,762.50	\$5,925.00
OLIVEIRA MELANIE P	\$1,187.93	\$0.00
OLIVER KAREN L.	\$41,454.61	\$0.00
OLSON JOHN L	\$48,247.23	\$9,845.40
O'MALLEY LAURA E	\$728.42	\$0.00
O'NEILL THERESA E	\$21,502.38	\$28.93
OPIE ELAINE BONNY	\$86,005.00	\$0.00
ORLANDO KATELYN	\$2,559.00	\$0.00
O'ROURKE ROBERT S	\$6,885.06	\$0.00
O'SHEA JENNIFER D	\$75,137.00	\$0.00
O'SHEA LEEANNE V	\$1,677.71	\$0.00
O'SULLIVAN CHRISTINE A	\$14,072.19	\$0.00
OWEN MICHAEL D	\$8,686.12	\$831.31
OWENS JOHN	\$76,720.48	\$15,729.49
OWENS, JR. JOHN J.	\$68,570.61	\$7,586.28
PACELLA JOSEPH T.	\$27,987.07	\$5,947.18
PACHECO DONNA L	\$23,536.25	\$2,762.50
PALANA JAMES A.	\$3,520.00	\$0.00
PALMER MAUREEN R	\$830.00	\$1,080.00
PALMUCCI ALISON A.	\$39,369.00	\$650.00
PAQUETTE MATTHEW J	\$86,317.25	\$0.00
PARFUMORSE BARRY J	\$51,335.24	\$12,219.96
PARRY AMANDA R	\$1,537.50	\$0.00
PATCH MICHAEL A.	\$70,824.00	\$3,520.00
PATTISON ANDREA M	\$59,323.04	\$300.00
PAYNE JUNE M	\$255.51	\$0.00
PEARSON JANNELL D	\$73,846.08	\$0.00
PELRINE MATTHEW M	\$4,257.24	\$0.00
PENDERGAST KRISTAN M	\$6,612.50	\$1,380.00
PENNINGTON VERNON C.	\$154.00	\$0.00

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
PEREIRA KAREN	\$49,808.40	\$166.44
PEREIRA STACEY L.	\$70,824.00	\$0.00
PERRY KEVIN D.	\$75,137.00	\$3,062.00
PERVANE PATRICIA A	\$17,124.98	\$0.00
PETERS PATRICIA A.	\$75,137.00	\$0.00
PETIT JENNIFER P	\$113,894.24	\$500.00
PETROWSKI LYNN A	\$73,077.00	\$0.00
PHELAN JULIE	\$87,908.00	\$1,501.76
PHIFER ROSS S	\$2,691.00	\$5,625.00
PICARDI VINCENT F.	\$79,926.00	\$0.00
PITTS CHRISTINE E.	\$7,561.21	\$3,902.40
POLANSKY ELIZABETH A.	\$86,505.00	\$931.84
POLLOCK MICHAEL S.	\$61,331.50	\$7,240.23
POOLE BRENDAN S	\$1,651.67	\$0.00
POWERS JACQUELYN L	\$3,331.27	\$0.00
POWERS MARGARET E.	\$21,774.48	\$0.00
PRATT CHRISTOPHER G	\$1,705.50	\$0.00
PRIESTLEY CHRISTIAN J	\$33,061.84	\$0.00
PULLIA SARAH B	\$55,495.00	\$0.00
PURDY MICHAEL J	\$94,078.75	\$4,000.00
QUILTY JENNA M	\$65.00	\$450.00
QUILTY LISA ANN	\$26,699.75	\$20.00
QUINN DOROTHY	\$160.32	\$0.00
RAAB THOMAS R	\$117,330.75	\$0.00
RAPALJE JOANNA R.	\$67,573.00	\$0.00
RAY JEFFREY T	\$0.00	\$4,695.00
RAY SHEILA G	\$64,331.00	\$0.00
READ PAULA C.	\$22,396.39	\$100.08
REED JUSTIN B	\$66,388.15	\$19,753.16
REIBER EUGENE J.	\$75,199.50	\$0.00
REID SUSAN E	\$240.00	\$480.00
REILLY JOANNE	\$69,701.00	\$2,805.01
REILLY KATELYN M	\$2,578.75	\$0.00
REPLOGLE NANCY L.	\$86,641.00	\$0.00
REYNOLDS JANET R.	\$39.00	\$0.00
RICCIARDI ZACHARY R	\$1,398.11	\$0.00
RICH DEBORAH K.	\$41,766.18	\$50.99
RICHARDS DEREK W.	\$71,487.36	\$31,366.76
RICHARDS WAYNE M.	\$0.00	\$17,589.00
RICHARDSON KIMBERLY G	\$59,108.00	\$1,187.50
RICHARDSON STEPHEN T.	\$360.72	\$0.00
RIESSLE SHANNON E	\$780.00	\$0.00
RIESSLE-NIX KRISTAL A	\$417.50	\$0.00
ROACH PAUL J.	\$0.00	\$7,082.75
ROCHE MICHAEL P.	\$0.00	\$4,527.00
ROCKWELL PAULINE M.	\$40.08	\$0.00
RODDAY BRYAN P	\$17,861.25	\$5,311.00

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
RODDAY CAROL A.	\$42,791.17	\$51.53
RODDAY STEVEN J	\$54,068.00	\$9,790.00
RODICK BRIAN T	\$572.00	\$891.00
ROLLINS HOWARD E.	\$58.28	\$4,766.25
ROLLINS STEPHEN S.	\$143,138.59	\$0.00
RONCHETTI JR DONALD R	\$69,201.00	\$25.00
RONDANO CHRISTINA M	\$73,428.00	\$501.76
ROONEY WILLIAM J	\$1,190.05	\$0.00
ROSSI SUSAN T.	\$7,313.60	\$0.00
ROY JAMES RICHARD	\$57,305.38	\$12,014.06
RUSSELL COLLEEN M.	\$85,535.03	\$0.00
RUSSO KELLY A.	\$56,570.00	\$1,358.00
RYAN MICHELLE	\$11,463.77	\$16,098.06
RYAN NANCY M.	\$86,641.00	\$501.76
RYAN PAMELA M.	\$2,875.00	\$525.00
RYAN THOMAS J.	\$85,159.00	\$0.00
RYERSON STEPHEN T.	\$48,249.92	\$2,699.60
SAGE NANCY E.	\$40.08	\$0.00
SALINES CARMINE J.	\$57.52	\$0.00
SALVUCCI JOSEPH	\$588.50	\$1,023.00
SALVUCCI JR DANIEL	\$83,254.69	\$49,889.48
SALVUCCI RICHARD P.	\$70,413.20	\$25,582.15
SARGENT MAUREEN A.	\$24,647.89	\$0.00
SAYA MICHAEL A	\$1,050.00	\$150.00
SCALATA ANDREA M	\$75.00	\$1,350.00
SHELL DENISE E	\$22,615.20	\$0.00
SCHNEIDER JUDITH A.	\$0.00	\$5,308.00
SCHNIDER MATTHEW D.	\$0.00	\$3,266.00
SCHREIBER ANDREW J	\$60,080.00	\$9,222.50
SCHUMACHER JOHN S.	\$70,675.00	\$1,581.00
SCHWEMIN MELISSA A	\$8,808.00	\$222.00
SCOTT SUSAN M	\$6,773.75	\$1,125.00
SCRIBI DAYNA L.	\$80,426.00	\$1,281.25
SCRIBNER ANNE W	\$1,500.00	\$1,620.00
SEGALLA BRITTANY A.	\$3,462.58	\$50.92
SEPE CAYLEN A.	\$18,831.75	\$0.00
SHANAHAN GEORGE B	\$17,248.53	\$0.00
SHEA MAUREEN A.	\$66,872.00	\$0.00
SHEA ROBERT C	\$54,353.85	\$0.00
SHEDD SUSAN E	\$75,137.00	\$0.00
SHELLEY AMY L	\$2,656.90	\$0.00
SHOREY PHILIP E.	\$255.51	\$0.00
SHORT KEVIN R.	\$52,159.94	\$20,723.84
SIEGEL PETER A	\$39,555.76	\$559.85
SIGSBY AVA T.	\$67,573.00	\$0.00
SILOWAN MARIANNE B.	\$1,200.00	\$675.00
SILVIA PAUL V.	\$11,129.64	\$304.74

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
SIMMONS NIKKI	\$76,673.00	\$0.00
SIMSHAUSER ERIKA C	\$6,054.00	\$0.00
SMELSTOR THOMAS W	\$0.00	\$75.00
SMITH BRENDAN H	\$2,452.80	\$0.00
SMITH COLLEEN C	\$45,891.84	\$4,361.51
SMITH DAVID A.	\$828.19	\$0.00
SMITH JAMES E.	\$81,345.58	\$43,862.08
SMITH PATRICIA H	\$7,980.00	\$625.00
SMITH SCOTT O.	\$49,460.30	\$10,146.78
SOLDANO NICOLE J	\$2,589.01	\$0.00
SOUSA JOHN H	\$58,595.56	\$0.00
ST.AUBIN ANN M.	\$19,032.99	\$208.56
STACK KATHLEEN	\$9,025.00	\$0.00
STAMPER MARTHA W.	\$86,220.04	\$0.00
STEFANI CHRISTINE M	\$23,649.20	\$0.00
STEWART DEBORAH	\$20,957.48	\$0.00
STEWART ROBERT W.	\$4,004.16	\$0.00
STONE BARBARA J.	\$84,001.51	\$3,227.72
STONE KELLY A	\$24,533.75	\$0.00
STORELLA-MULLIN JOHN J	\$73,678.00	\$862.50
SULLIVAN DARLEEN L	\$58,271.96	\$0.00
SULLIVAN DAVID R.	\$89,809.00	\$0.00
SULLIVAN MICHELLE R	\$75,137.00	\$250.88
SUTHERLAND AMY B	\$0.00	\$3,788.87
SVOBODA JANE M	\$18,179.84	\$0.00
SWEENEY ANDREA L.	\$25,287.53	\$0.00
SWEENEY JR WALTER	\$124,388.85	\$0.00
SWEENEY KATHERINE D	\$110.22	\$0.00
SWIFT RICHARD C.	\$0.00	\$1,085.50
SYLVIA JAMES A.	\$3,145.00	\$15,315.00
TARKANIAN LEANNE R	\$48,451.00	\$4,149.50
TATRO MICHELLE A	\$70,824.00	\$0.00
TAVARES CHERYL A.	\$70,824.00	\$0.00
TAYLOR EMILY A	\$2,395.00	\$0.00
TAYLOR SAMANTHA M	\$324.50	\$0.00
TEETSELL ROBERT I.	\$4,862.55	\$0.00
THEMISTOCLES ROBERTA A.	\$27,533.29	\$0.00
TERRIEN JANE C.	\$88,794.00	\$0.00
THIBEAULT GRETCHEN	\$809.27	\$0.00
THOMPSON SHANNON E.	\$38,980.50	\$412.50
THOMSON DOUGLAS T	\$200.00	\$0.00
THORNELL JULIENNE R	\$86,005.00	\$1,013.00
THORNTON ANNE	\$8,621.00	\$1,050.00
THORNTON BRONWEN L	\$67,886.00	\$1,406.25
THORP MICHAEL J	\$16,240.00	\$0.00
TIEDTKE AMANDA M	\$720.00	\$0.00
TIERNEY KAREN F	\$1,289.52	\$0.00

TREASURER'S COMPENSATION REPORT

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
TIMMERMAN NICOLE L	\$67,116.75	\$0.00
TINDALL TRAVIS R	\$1,425.00	\$3,150.00
TODD KATHLEEN M	\$37,182.52	\$108.21
TOOHEY BARBARA	\$0.00	\$4,082.00
TORINO PAUL J	\$56,991.88	\$5,967.49
TOWNSEND DIANE M	\$3,679.81	\$0.00
TRAMONTANA DONNA M	\$34,852.48	\$0.00
TRESSEL RYAN J.	\$0.00	\$780.00
TRIPP DOROTHY E.	\$115.23	\$0.00
TRIPP HOWARD C.	\$43,007.05	\$4,624.56
TUCKER ERIN M	\$53,598.41	\$2,055.28
TUCKER MARCIA L.	\$20,843.56	\$0.00
TUCKER MATTHEW R	\$44,263.20	\$24,491.54
TURLEY LAURA L.	\$16,168.90	\$0.00
TURNER DIANE R.	\$84,992.00	\$0.00
TUROCYN LESLEY A.	\$84,358.00	\$0.00
TUROCYN RONALD J.	\$80,256.00	\$0.00
TWERAGO MARIA E.	\$13,658.96	\$19,024.98
TYLER LOIS R.	\$88,794.00	\$1,000.00
TYRIE DAVID W.	\$69,662.11	\$19,277.20
ULLMAN SOPHIE	\$1,420.00	\$0.00
UNDZIS JOHN N.	\$22,843.87	\$0.00
VAN ARSDALE JAMES L	\$50.10	\$0.00
VARRASO JOSEPH M	\$1,934.30	\$0.00
VAUGHAN JESSICA L.	\$65,582.08	\$2,600.00
VIEIRA KIMBERLY M	\$54,068.00	\$0.00
VIELKIND BARBARA J.	\$24,163.76	\$686.88
VIELKIND JOHN	\$1,371.90	\$0.00
VIELKIND KAREN A	\$3,739.32	\$0.00
VIERRA MAUREEN E.	\$1,140.75	\$0.00
VIERRA ROGER F	\$60.12	\$0.00
VITOLO KAREN M	\$40,674.00	\$0.00
VLASSAKIS JANET MARIE	\$32,479.31	\$0.00
VLASSAKIS PAUL D.	\$77.36	\$0.00
VOELKEL JOHN E.	\$73,215.02	\$11,196.18
VOELKEL THERESA A.	\$25,764.00	\$57.00
WALDRON ROSANNE D.	\$13,896.54	\$0.00
WALSH MICHELLE L	\$59,108.00	\$0.00
WALSH PATRICK J	\$1,856.52	\$0.00
WARD PAULINE M.	\$75,423.72	\$0.00
WATSON DAVID M	\$51,496.88	\$6,293.18
WATTS RACHEL H	\$20,919.60	\$0.00
WELSH LORRAINE	\$69,462.12	\$0.00
WENCEK ANDREW F	\$31,562.67	\$7,194.82
WESTFIELD KATHERINE M.	\$1,230.00	\$720.00
WESTFIELD MARGARET O.	\$90,024.04	\$1,125.00
WHEALAN, JR WILLIAM J	\$43,021.02	\$7,562.25

TREASURER'S COMPENSATION REPORT

Employee	Column 1	Column 2
WHEDBEE AMY J	\$14,746.93	\$0.00
WHEELER GREGG	\$76,673.00	\$0.00
WHITE FREDERICK J.	\$45,401.95	\$5,271.68
WHITING MELISSA E	\$53,425.00	\$0.00
WHITTEN KARIN J	\$17,422.50	\$0.00
WILDER BROOKE E	\$2,456.40	\$0.00
WILKINSON MARY L	\$110.22	\$0.00
WILLIAMS JENNIFER M	\$6,730.75	\$0.00
WILLIAMS MICHELLE C	\$8,830.25	\$2,872.00
WILLIAMS SUSAN P	\$6,063.60	\$0.00
WILSON DONNA J.	\$86,641.00	\$931.84
WILSON JOYCE K.	\$34,932.45	\$0.00
WITTER-HARRINGTON ELLEN L	\$120,972.00	\$0.00
WOOD JESSICA T.	\$8,227.00	\$0.00
WOODWARD JOAN M	\$75,000.00	\$12,388.00
WOODWARD PETER	\$0.00	\$9,961.60
WORRALL RICHARD A.	\$0.00	\$1,608.25
WRIGHT JOHN T	\$58,026.67	\$0.00
WRIGHT LINDA M.	\$160.00	\$0.00
YOUNG GARY A.	\$16,666.32	\$0.00
YOUNGORTH ALLISON T	\$70,824.00	\$1,685.00
ZAYLOR PAUL	\$0.00	\$5,308.00
ZEMOTEL DAVID J.	\$73,049.58	\$17,030.52
ZEMOTEL PAUL F	\$45.09	\$0.00
ZEMOTEL VIRGINIA	\$50.10	\$0.00
ZEMOTEL WALTER F	\$270.54	\$0.00
ZRINZO CHRISTINA M.	\$5,219.00	\$0.00
ZUTHER MARTHA B	\$79,807.75	\$0.00
TOTAL	\$29,596,482.39	\$2,300,110.48

REPORT OF THE TOWN ACCOUNTANT

State law requires the Town of Hanover to publish at the close of each fiscal year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) that are audited in accordance with generally accepted auditing standards by a licensed certified public accountant.

The report consists of management's representations concerning the finances of the Town. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in the report. To provide a reasonable basis for making these presentations, management of the Town has established a comprehensive internal control framework that is designed both to protect the Town's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

At the time (November 14, 2012) that this report is being submitted for the Annual Town Report, the Town's financial statements are being audited by Melanson Heath, a licensed certified public accounting firm. The independent audit involves examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the account principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The auditor's report will be available for public inspection in the Town Clerk's office.

The independent audit of the financial statements of the Town is part of a broader, federally mandated "Single Audit" designed to meet the special needs of Federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of Federal awards. These reports will be available in the Town's Audited Financial Report.

Municipal Services

The Town provides general governmental services within its boundaries including public education in grades kindergarten through twelve, police and fire protection, water distribution, public works, parks and recreation, veterans' services, public health, elder services and a public library. The water enterprise fund is self-supporting. In addition, the Town maintains a solid waste recycling and disposal facility.

Factors Affecting Economic Condition

The Town continues to manage its financial affairs pursuant to the constraints imposed by Proposition 2½. It has maintained its bond rating of Aa2 issued by Moody's Investors Service by incorporating long-range planning tools such as a Capital Improvement Program and maintaining reserve balances despite tight budgets.

In addition, the Town has enhanced its revenue flexibility by establishing a water enterprise fund. This has allowed the Town to shift one hundred percent of the operating cost, capital improvements, and related debt to the users of water so that no tax support is required. By doing so the Town is able to provide the maximum tax dollars available to all other services.

Internal Controls

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

Budgetary Controls

The Town Manager prepares a balanced budget and presents it to the Board of Selectmen and Advisory Committee. The Advisory Committee will hold public meetings with various departments. A budget is then presented to the Annual Town Meeting.

The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. This level is at the departmental function salary and expense level. The Town Accountant is responsible for ensuring all payroll and invoices are within the budgetary control level before authorizing payment. Additional appropriations may be approved at subsequent Town Meetings. The Advisory Committee may approve during the year a transfer from a reserve fund established at Town Meeting. These controls ensure compliance with the budget approved by Town Meeting.

Cash Management

Cash management is handled by the Town Treasurer. The Town Treasurer monitors the Town's cash flow and provides for the investment of Town funds. The Treasurer seeks to maximize the return on Town funds while maintaining adequate protection and liquidity of funds.

Quarterly tax billings and excellent collection rates have eliminated the need to borrow on a short-term basis to maintain cash flow. The Town's investment options are governed by Massachusetts General Laws and focus on safety, liquidity and yield.

Risk Management

The Town manages its exposures to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters are covered through policies purchased from commercial carriers. Additional information on the Town's risk management activity can be found in the notes to the financial statements or by contacting the Town Manager.

Pension and other Post Employment Benefits

The Town contributes to the Plymouth County Retirement System, a defined pension plan. An independent actuary engaged by the governing Retirement Board calculates the amount of the annual contribution that the Town must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees on a timely basis. As required by law, the Town fully funds each year's annual required contribution to the pension plan as determined by the actuary.

The Town also provides post retirement health care benefits for certain retirees and their dependents. At June 30, 2012 there were 322 retired employees receiving these benefits, which are financed on a pay-as-you-go basis.

Revenues

Fiscal Year 2012 General Fund revenues (net of refunds) totaled \$46,295,492. This represented an increase of \$1,726,363, or a 3.87% increase over Fiscal Year 2011. Property Taxes were the single largest revenue source, representing approximately 72.7% of the General Fund revenues. Real and Personal Property Tax revenues increased \$755,236 to \$32,971,189 during Fiscal Year 2012. Intergovernmental revenues (State Aid) comprised the Town's next largest revenue source, representing approximately 19% of the General Fund. Motor vehicle excise, which is the third major revenue source at 4%, remained level at \$1,875,441.

In addition to the operating revenue received, \$1,832,790 was transferred from the Ambulance, Cemetery, Water Enterprise, and other dedicated sources. These transfers and the \$1,327,366 appropriated from Free Cash were required to balance the budget approved at the Annual Town Meeting in May 2011.

The following table presents revenues by source for Fiscal Year 2012 and the variance from Fiscal Year 2011.

FY2012 General Fund Revenues

<u>Revenue Source</u>	<u>Amount</u>	<u>Percent of Total</u>	Increase (Decrease) From FY2011	
			<u>Amount</u>	<u>Percent of Change</u>
Property Taxes	33,695,349	72.7%	1,479,396	4.6%
Intergovernmental	8,808,433	19.0%	-41,457	-.4%
Excises	1,876,556	4.0%	1,290	.1%
PILOT	244,786	.5%	12,281	5.2%
Investment Income	40,174	.1%	-31,153	-43.6%
Licenses & Permits	499,569	1.1%	69,011	16.0%
Departmental	401,678	.9%	-170,064	-29.7%
Fines	99,819	.2%	7,008	7.5%
Penalties & Interest	152,694	.4%	-11,031	-6.7%
Misc.	476,434	1.1	410,882	
 Total Revenue	 <u>\$46,295,492</u>	 <u>100%</u>	 <u>\$1,726,163</u>	 <u>.78%</u>
 Net Transfers in (out)	 1,832,790		 798,628	
 Free Cash	 <u>1,327,366</u>		 <u>-271,461</u>	
Appropriation				
 Total Sources	 49,455,648		 2,253,330	

Expenditures

Compared to Fiscal Year 2011, FY2012 General Fund total expenditures increased 4.3% from \$44,946,622 to \$46,877,001.

The following table presents expenditures by function for Fiscal Year 2011 and the variance from Fiscal 2011.

FY2012 General Fund Expenditures

<u>Function</u>	<u>Amount</u>	<u>Percent of Total</u>	Increase (Decrease) From FY11	
			<u>Amount</u>	<u>Percent of Change</u>
General Gov't	1,424,370	3.0%	1,520,518	-6.30%
Public Safety	6,200,288	13.2%	6,098,875	1.6%
Education	24,345,589	51.9%	24,124,664	.9%
Public Works	2,752,469	5.9%	2,703,891	1.8%
Human Services	369,200	0.8%	368,042	.3%
Library & Rec.	546,575	1.2%	570,901	-4.7%
Debt Service	4,544,093	9.7%	3,726,339	21.9%
Assessments	513,932	1.1%	538,829	4.6%
Employee Benefits	5,991,391	12.8%	5,805,637	3.2%
Prop/Liability	<u>\$189,093</u>	<u>.4%</u>	<u>194,129</u>	<u>-2.6%</u>
Total	46,877,000	100%	45,651,524	2.7%

General Fund Balances and Cash Position

The Town ended Fiscal Year 2012 with a total General Fund Undesignated Fund Balance of \$3,656,323.72. General Fund cash and short-term investments totaled \$26,658,932. Because of aggressive cash management and timely issuance of tax bills, the Town did not issue Tax Anticipation Notes during the fiscal year.

The following table presents the changes in the Town's Undesignated General Fund Balance between Fiscal Years 2006 and 2012.

<u>Fiscal Year</u>	<u>Undesignated General Fund Balance</u>	<u>Percent of Revenue</u>
2006	\$2,276,653	6.0%
2007	\$3,140,079	7.8%
2008	\$2,536,265	6.1%
2009	\$2,225,225	4.9%
2010	\$2,823,225	6.4%
2011	\$2,747,077	6.1%
2012	\$3,656,324	7.9%

In connection with the operating budget, the Town annually prepares both a capital budget for the upcoming Fiscal Year and a Capital Improvement Program that is used as a guide for future capital improvements. The Town has completed a 15 year capital facilities study with DRA architects. The FY 14 budget will incorporate some recommendations that were made as part of the 15 year capital study.

In order to sustain the Town's financial stability while continuing to upgrade the Town's infrastructure, the Town carefully controls debt issuance. As of June 30, 2012, outstanding general obligation bonds totaled \$51,904,922.

Finally, I would like to thank all Town Officials, Boards, Committees and Employees for their assistance and cooperation during this past year.

Respectfully submitted,
Jennifer Petit
*Director of Municipal Finance
and Town Accountant*



Congregational Church – Photograph courtesy of Peter Tofuri

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

ASSETS

Cash		2,594,112.85
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Septic Betterments Receivable	5,845.73	
2006 Waterways Receivable	17.50	
2007 Waterways Receivable	103.38	
2008 Waterways Receivable	89.00	
2009 Waterways Receivable	125.50	
2010 Waterways Receivable	253.00	
2011 Waterways Receivable	75.50	
2012 Waterways Receivable	328.00	
MHD Chapter 90 Agreement Receivable	1,742,044.35	
		1,748,881.96

Total Assets		<u>4,342,994.81</u>
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LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	84,384.64	
Deposits Planning Board	99,537.05	
Deposits ZBA	6,337.21	
Deposits Conservation Commission	7,491.60	
Deposits Board of Health	3,672.10	
DPW Deposits	11,472.14	-
Fire Dept	6,500.00	
Forfeited Deposit Planning Board	80,969.73	
		300,364.47

Deferred Revenue:		
Deferred Revenue Septic Betterment Receivable	5,845.73	
Deferred Revenue Waterways Improvement	991.88	
Deferred Revenue MHD Chapter 90 Agreement	1,742,044.35	
		1,748,881.96

Total Liabilities		2,049,246.43
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TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND

Reserved Fund Balance:	
Reserved for Petty Cash	13,100.00
Cemetery Capital Improvement	245,793.25
Sale of Cemetery Lots	98,742.08
Insurance Proceeds	1,320.87
WPAT Loan Repayment	63,019.64
Waterways Improvement	4,817.18
Local Education Fund	851.20
Senior Tax Assistance	1,267.58
Wetlands Protection Fund	22,073.40

Total Reserve Fund Balance

450,985.20

Unreserved Fund Balance:	
FY 09 Traffic Enforcement	3,655.00
FY 10 Traffic Enforcement	1,598.40
FY09 Assistance to Firefighters Grant	0.45
FY11 Traffic Enforcement	0.02
FY12 Traffic Enforcement	(2,953.91)
FY 11 #305 Title I	133.00
FY 12 Title I	12,320.00
FY 12 SPED Improvement	12,172.55
MWPAT Administrative Grant	10,000.00
MWPAT Septic Revolving	7,120.00
BOH Emergency Preparedness	1,033.02
DEM Greenways Grant	1,831.92
Green Community Grant DOER	(29,013.07)
FY 10 Fire Safety Grant	197.15
ECC FY 12 911 Training Grant	(4,889.77)
ECC FY 12 911 Support/Incentive Grant	(37,732.38)
Emergency Management 2012	3,152.00
Community Innovation Grant	29,400.00
Highway Safety Seatbelt	2,995.00
FY 10 Academic Support	0.94
FY 11 Sped Circuit Breaker Grant	384,508.00
ES Health Services Grant	2,754.70
MTC Green Schools Grant	5,000.00
MRIP Grant	3,939.67
CH90 Whiting St #384421	0.32
COA Formula Grant	299.87

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

FY 08 VSO training	522.96
FY 08 COA Service incentive Grant	61.00
Septic Management Grant	18,345.42
Septic Management Interest	46,900.32
Cultural Council Grant	4,930.94
Library MEG Grant	80,503.82
Summer School Tuition	654.34
School Athletic Revolving Fund	66,199.03
School Lost Book Reimbursement	14,991.01
School Building Rental	27,134.95
Indians Tepee MGL CH 71 S47	(762.71)
High School Student Activities	50,026.31
Middle School Student Activities	7,955.87
Cedar School Student Activities	5,014.08
Center School Student Activities	2,106.29
Middle School Enrichment	4,779.79
Cedar School Before/After	16,933.17
Center School Before/After	49,795.46
Senior Christmas Dinner	1,998.68
Student Assistance Program	2,114.50
SPED Transportation Revolving Fund	27,825.41
Salmond Pre-School Revolving	-
Cedar Pre School Revolving Fund	25,110.04
Center Pre School Revolving	4,413.32
Cedar School PTA Grants	3,615.05
Center School PTA Grants	460.12
Sylvester School PTA Grants	1,077.71
Middle School PTA Grants	882.00
High School PTA Grants	2,492.38
Cedar School Other Grants/Gifts	4,363.55
Center School Other Grants/Gifts	1,222.35
Sylvester School Other Grants/Gifts	1,238.62
Middle School Other Grants/Gifts	3,074.89
High School Other Grants Gifts	2,422.89
SPED Revolving Fund	23,829.19
School Transportation Revolving	9,310.28
AP Exams Revolving	3,758.30
MT Grant	4.00
Extended Opp Night School	4,905.75
Extended Opp Cedar as enrichment	1,705.34
Extended C/S enrichment	12,076.37

TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND

Gifts Walmart Systemwide	2,603.58
Performance Troupe Revolving	575.65
Robotics Revolving	847.99
Jump and Go Revolving	12.85
Driver Ed Revolving	3,253.26
MS Library Revolving	2,702.45
Cedar Library	1,111.34
Center Library Revolving	11,287.57
MS After School Enrichment	12,969.82
Energy Revolving	154.00
Summer Enrichment	4,055.00
Athletic Revolving & Gate Receipts	22,351.00
Restitution/Town	1,254.07
Restitution/Police	1,670.00
Recreation Revolving	234,964.93
Insurance Proceeds	35,851.87
Affinity Card Program	0.23
Verizon PEG Payments	220,931.50
Conservation Order Penalty	5,224.10
Gifts/Cons Luddams Farm	3,573.51
Gift/Greenway Project	11,271.62
Gift/Conservation Fund	64,479.12
Gift/Walmart/Conservation	0.53
Gift/Fire Safety Education	628.99
Planning Dicks Mitigation Fund	37,000.00
Gift/Fire Pad	2.10
Gift/Police Dream Program	7,283.67
Gift/HPD Training Program	109.40
Gift Joan Frey Ambulance	11,242.71
Gift/Police Federal Forfeited Funds	8,687.06
Gift/Police Reward Fund	217.58
Gift/Last Resort	3,569.87
Gift/Police State Fofeited Funds	43,217.54
Gift/Walmart Software	16,875.00
Gift/Walmart EMA	97.94
Gift School Ballfields	141.66
School/Boston Foundation Grant	2,000.00
Gift/Compost Bin	968.00
Gift/DPW Hazardous Material	4,744.14
Gift/Route 53 Fund	268.44
Gift/VNA	1,448.40

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

Gift/COA	12,166.79	
Gift/John Curtis Library	19,130.05	
Gift/Walmart Library	240.00	
Gift/Cultural Council	200.00	
Hanover Cultural Council	16,876.01	
Gift/Bandstand Concerts	-	
Gift/Bandstand Permanent Fund	3,286.12	
Gift/300th Anniversary	425.17	
Gift/Tedeschi Recreation Fund	49,808.21	
Gift/Hanover at Play	7,106.14	
Park & Recreation Fund	3,310.00	
Hanover Playground Committee	944.60	
Veterans Gift Hanover Lions	8,105.93	
	-	
Total Unreserved Fund Balance		1,842,763.18
Total Liabilites and Fund Equity		<u><u>4,342,994.81</u></u>

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**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

ASSETS

Cash		2,594,112.85
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Septic Betterments Receivable	5,845.73	
2006 Waterways Receivable	17.50	
2007 Waterways Receivable	103.38	
2008 Waterways Receivable	89.00	
2009 Waterways Receivable	125.50	
2010 Waterways Receivable	253.00	
2011 Waterways Receivable	75.50	
2012 Waterways Receivable	328.00	
MHD Chapter 90 Agreement Receivable	1,742,044.35	
		1,748,881.96

Total Assets		<u>4,342,994.81</u>
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LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	84,384.64	
Deposits Planning Board	99,537.05	
Deposits ZBA	6,337.21	
Deposits Conservation Commission	7,491.60	
Deposits Board of Health	3,672.10	
DPW Deposits	11,472.14	-
Fire Dept	6,500.00	
Forfeited Deposit Planning Board	80,969.73	
		300,364.47

Deferred Revenue:		
Deferred Revenue Septic Betterment Receivable	5,845.73	
Deferred Revenue Waterways Improvement	991.88	
Deferred Revenue MHD Chapter 90 Agreement	1,742,044.35	
		1,748,881.96

Total Liabilities		2,049,246.43
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**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

Reserved Fund Balance:	
Reserved for Petty Cash	13,100.00
Cemetery Capital Improvement	245,793.25
Sale of Cemetery Lots	98,742.08
Insurance Proceeds	1,320.87
WPAT Loan Repayment	63,019.64
Waterways Improvement	4,817.18
Local Education Fund	851.20
Senior Tax Assistance	1,267.58
Wetlands Protection Fund	22,073.40

Total Reserve Fund Balance

450,985.20

Unreserved Fund Balance:	
FY 09 Traffic Enforcement	3,655.00
FY 10 Traffic Enforcement	1,598.40
FY09 Assistance to Firefighters Grant	0.45
FY11 Traffic Enforcement	0.02
FY12 Traffic Enforcement	(2,953.91)
FY 11 #305 Title I	133.00
FY 12 Title I	12,320.00
FY 12 SPED Improvement	12,172.55
MWPAT Administrative Grant	10,000.00
MWPAT Septic Revolving	7,120.00
BOH Emergency Preparedness	1,033.02
DEM Greenways Grant	1,831.92
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MTC Green Schools Grant	5,000.00
MRIP Grant	3,939.67
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COA Formula Grant	299.87

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

FY 08 VSO training	522.96
FY 08 COA Service incentive Grant	61.00
Septic Management Grant	18,345.42
Septic Management Interest	46,900.32
Cultural Council Grant	4,930.94
Library MEG Grant	80,503.82
Summer School Tuition	654.34
School Athletic Revolving Fund	66,199.03
School Lost Book Reimbursement	14,991.01
School Building Rental	27,134.95
Indians Tepee MGL CH 71 S47	(762.71)
High School Student Activities	50,026.31
Middle School Student Activities	7,955.87
Cedar School Student Activities	5,014.08
Center School Student Activities	2,106.29
Middle School Enrichment	4,779.79
Cedar School Before/After	16,933.17
Center School Before/After	49,795.46
Senior Christmas Dinner	1,998.68
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Cedar School PTA Grants	3,615.05
Center School PTA Grants	460.12
Sylvester School PTA Grants	1,077.71
Middle School PTA Grants	882.00
High School PTA Grants	2,492.38
Cedar School Other Grants/Gifts	4,363.55
Center School Other Grants/Gifts	1,222.35
Sylvester School Other Grants/Gifts	1,238.62
Middle School Other Grants/Gifts	3,074.89
High School Other Grants Gifts	2,422.89
SPED Revolving Fund	23,829.19
School Transportation Revolving	9,310.28
AP Exams Revolving	3,758.30
MT Grant	4.00
Extended Opp Night School	4,905.75
Extended Opp Cedar as enrichment	1,705.34
Extended C/S enrichment	12,076.37

TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND

Gifts Walmart Systemwide	2,603.58
Performance Troupe Revolving	575.65
Robotics Revolving	847.99
Jump and Go Revolving	12.85
Driver Ed Revolving	3,253.26
MS Library Revolving	2,702.45
Cedar Library	1,111.34
Center Library Revolving	11,287.57
MS After School Enrichment	12,969.82
Energy Revolving	154.00
Summer Enrichment	4,055.00
Athletic Revolving & Gate Receipts	22,351.00
Restitution/Town	1,254.07
Restitution/Police	1,670.00
Recreation Revolving	234,964.93
Insurance Proceeds	35,851.87
Affinity Card Program	0.23
Verizon PEG Payments	220,931.50
Conservation Order Penalty	5,224.10
Gifts/Cons Luddams Farm	3,573.51
Gift/Greenway Project	11,271.62
Gift/Conservation Fund	64,479.12
Gift/Walmart/Conservation	0.53
Gift/Fire Safety Education	628.99
Planning Dicks Mitigation Fund	37,000.00
Gift/Fire Pad	2.10
Gift/Police Dream Program	7,283.67
Gift/HPD Training Program	109.40
Gift Joan Frey Ambulance	11,242.71
Gift/Police Federal Forfeited Funds	8,687.06
Gift/Police Reward Fund	217.58
Gift/Last Resort	3,569.87
Gift/Police State Fofeited Funds	43,217.54
Gift/Walmart Software	16,875.00
Gift/Walmart EMA	97.94
Gift School Ballfields	141.66
School/Boston Foundation Grant	2,000.00
Gift/Compost Bin	968.00
Gift/DPW Hazardous Material	4,744.14
Gift/Route 53 Fund	268.44
Gift/VNA	1,448.40

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

Gift/COA	12,166.79	
Gift/John Curtis Library	19,130.05	
Gift/Walmart Library	240.00	
Gift/Cultural Council	200.00	
Hanover Cultural Council	16,876.01	
Gift/Bandstand Concerts	-	
Gift/Bandstand Permanent Fund	3,286.12	
Gift/300th Anniversary	425.17	
Gift/Tedeschi Recreation Fund	49,808.21	
Gift/Hanover at Play	7,106.14	
Park & Recreation Fund	3,310.00	
Hanover Playground Committee	944.60	
Veterans Gift Hanover Lions	8,105.93	
	-	
Total Unreserved Fund Balance		1,842,763.18
Total Liabilites and Fund Equity		<u><u>4,342,994.81</u></u>

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**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SPECIAL REVENUE FUND**

ASSETS

Cash		3,000,582.69
2007 Community Preservation Act Receivable	65.54	
2008 Community Preservation Act Receivable	(101.50)	
2009 Community Preservation Act Receivable	(128.07)	
2010 Community Preservation Act Receivable	25.57	
2011 Community Preservation Act Receivable	36.79	
2012 Community Preservation Act Receivable	5,554.99	
		5,453.32
Total Assets		<u>3,006,036.01</u>

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	52,970.50	
		52,970.50
Deferred Revenue:		
Deferred Revenue CPA Receivable 2007	65.54	
Deferred Revenue CPA Receivable 2008	(101.50)	
Deferred Revenue CPA Receivable 2009	(128.07)	
Deferred Revenue CPA Receivable 2010	25.57	
Deferred Revenue CPA Receivable 2011	36.79	
Deferred Revenue CPA Receivable 2012	5,554.99	
		5,453.32
Total Liabilities		58,423.82
Reserved Fund Balance:		
Reserved for Encumbrances	399,785.65	
Reserved for Expenditures	349,375.00	
Reserved for Open Space	216,573.55	
Reserved for Historic Resources	234,873.55	
Reserved for Affordable Housing	106,573.55	
Reserved for King Street Construction	787,115.18	
unreserved Fund Balance	853,315.71	
Total Reserve Fund Balance		2,947,612.19
Total Liabilities and Fund Balance		<u>3,006,036.01</u>

TOWN OF HANOVER MASSACHUSETTS

BALANCE SHEET - JUNE 30, 2012

CAPITAL PROJECTS FUND

ASSETS

Cash	3,777,068.20
Due From MSBA	1,190,002.00

Total Assets	<u>4,967,070.20</u>
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LIABILITIES AND FUND EQUITY

Liabilities:

Warrants Payable	392,791.63	
BANS Payable	8,500,000.00	
Deferred Revenue - MSBA Reimbursement	1,190,002.00	
		10,082,793.63

Total Liabilities	10,082,793.63
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Reserved Fund Balance:

Town Hall HVAC	92.18
Public Safety Computer	107.30
Fire Headquarters Roof	124.78
Fire Station 2	1,040.58
Forest Fire Truck	44.32
SBAB School Project	1,717.05
School Bld Needs Committee	190.00
Sylvester School Boiler	10,797.92
MS Lighting	15,951.92
MS Elevator	3,090.78
Sylvester Windows	30,728.59
DPW Equipment	1,941.11
Landfill Capping	1,951.52
Transfer St Compactor	121.92
Bridge Program	43,820.74
Multi-Tool Tractor	508.00
Transfer Station Equip	55,076.00
Senior Center Design	581.86
Senior Center Construction	12,638.47
Stetson House	1,932.89
Recreation Backstops	68.00
Financial Software	65,255.04
Fire Engine	65.80
Road Reconstruction	1,693,111.27
High School	(7,056,681.47)

Total Reserve Fund Balance	(5,115,723.43)
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Total Liabilites and Fund Balance	<u>4,967,070.20</u>
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**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
WATER ENTERPRISE FUND**

ASSETS

Cash		1,809,186.64
Receivables:		
User Charges Receivable	461,561.39	
Utilities Liens Added to taxes	5,848.01	
		467,409.40
Total Assets		<u>2,276,596.04</u>

LIABILITIES AND FUND EQUITY

Liabilities:		
Warrants Payable	159,951.14	
Deferred Revenue	467,409.40	
Total Liabilities		627,360.54
Unreserved Fund Balance	444,411.60	
Reserve for Encumbrances	1,112,932.90	
Reserve for Expenditures	25,000.00	
Wind Turbine	66,891.00	
Total Reserve Fund Balance		1,649,235.50
Total Liabilites and Fund Balance		<u>2,276,596.04</u>

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
AMBULANCE FUND**

ASSETS

Cash	869,009.93	
Receivables:		
User Charges Receivable	678,067.03	
Total Assets		<u>1,547,076.96</u>

LIABILITIES AND FUND EQUITY

Liabilities:		
warrants payable	3,296.73	
Deferred Revenue	678,067.03	
Total Liabilities		681,363.76
Reserved Fund Balance	302,813.20	
Reserved for Expenditures	562,900.00	
Total Reserve Fund Balance		865,713.20
Total Liabilites and Fund Balance		<u>1,547,076.96</u>

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
SCHOOL LUNCH FUND**

ASSETS

Cash	76,105.31
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Total Assets	<u>76,105.31</u>
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LIABILITIES AND FUND EQUITY

Liabilities:

Warrants Payable	13,693.10
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Total Liabilities	13,693.10
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Reserved Fund Balance	62,412.21
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Total Reserve Fund Balance	62,412.21
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Total Liabilites and Fund Balance	<u>76,105.31</u>
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**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
TRUST FUNDS**

ASSETS

Cash	790,822.79	
Investments John Curtis Library	451,264.05	
Total Assets		<u><u>1,242,086.84</u></u>

LIABILITIES AND FUND EQUITY

Warrants Payable		
Reserved Fund Balance		
Expendable		
Florence Gross School Prize Trust	2,799.42	
William Dowden School Prize Trust	3,260.42	
Ahearn Scholarship Trust	(1,083.02)	
Sylvester School Repair Trust	1,517.56	
Salmond School Trust	35,232.91	
Washburnn Scholarship Trust	(1,995.77)	
Ellis Playground Trust	18,679.46	
Wilder Cemetery Trust	2,508.19	
John Curtis Library Trust	451,264.05	
Hall Playground Trust	7,582.75	
Cemetery Perpetual Care Income	5,507.35	
George Higgins Memorial Award	1,380.56	
Jenkins Music Scholarship Trust	7,096.74	
Roswell Gardner Trust Fund	14,561.18	
William B. Sides Scholarship Trust	746.19	
Affordable Housing Trust	392,434.75	
VFW Trust	85,000.00	
		1,026,492.74
Non-Expendable		
Cemetery Perpetual Care Principal	137,744.59	
Florence Gross School Prize Trust	1,500.00	
Ahearn Scholarship Trust	41,721.26	
Sylvester School Repair Trust	5,000.00	
Salmond School Trust	5,000.00	
Washburnn Scholarship Trust	7,412.92	
Ellis Playground Trust	10,000.00	
Wilder Cemetery Trust	715.33	
Hall Playground Trust	5,000.00	
George Higgins Memorial Award	1,500.00	
		215,594.10
Total Liabilities and Fund Equity		<u><u>1,242,086.84</u></u>

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
AGENCY FUNDS**

ASSETS

Cash	597,738.24
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Total Assets

597,738.24

LIABILITIES

LIABILITIES:

Warrants Payable	5,366.77
Due To Commonwealth Fish and Game Licenses	(283.30)
Due To Commonwealth Pistol Permits	2,512.50
Deposits-Conservation Inactive Consultant Review	9,630.08
Deposits-PlanningInactive Consulant Review	16,536.50
Hanover Housing Authority Payable	1,452.65
Guarantee Deposit-Sealund Corp.	3,313.91
Guarantee Deposit-Bickford Farm Subdivision	8,762.12
Guarantee Deposit-Planning Longwater	32,627.57
Guarantee Deposit-Planning Buffam Rd	10,525.00
Guarantee Deposit-Planning/Wessling	6,314.97
Guarantee Deposit-Deerfield Farm	10,524.99
Guarantee Deposit-Planning/C&S Development	7,367.47
Guarantee Deposit-WJ Murphy/Berry Street	15,787.52
Guarantee Deposit-Broadway Development	8,420.00
Guarantee Deposit-Planning Wal-Mart/Hanover Mall	21,050.08
Guarantee Deposit-Planning/Ridder/Elijahs Path	20,403.68
Guarantee Deposit-Planning/Witstp Village Square	63,150.16
Guarantee Deposit-Planning/Sunset Point	54,624.88
Guarantee Deposit-Johnson/River	65,988.73
Guarantee Deposit-Planning/Living Hope Four Sq Church	3.63
Guarantee Deposit-Planning/Great Acres Estate	5,151.76
Guarantee Deposit-Planning/Morse Farms	71.48
Guarantee Deposit-Planning/Nash 07	9.79
Guarantee Deposit-Planning/Elms Condominium Trust	99.58
Guarantee Deposit-Planning/Bay colony Assoc.	5,015.83
Guarantee Deposit-Planning/2060 Washington St	5,012.91
Guarantee Deposit-Conservation/200 Webster	2,105.25
Guarantee Deposit-Conservation/Construction Corp	2,790.87
Guarantee Deposit-Conservation/Sinnco Ltd	1,578.90
Guarantee Deposit-Conservation/Kostigan & Co.	3,157.87
Guarantee Deposit-Conservation/Williams Winslow	5,263.05
Guarantee Deposit-Conservation/KJ Realty	315.75
Guarantee Deposit-Conservation/McSweeney/876 Broadway	527.06
Guarantee Deposit-Conservation/590 Main street	2,631.53
Guarantee Deposit-Conservation/405 Washington Street	4,210.47
Guarantee Deposit-Conservation/50 Forest Street	4,210.47

TOWN OF HANOVER MASSACHUSETTS

BALANCE SHEET - JUNE 30, 2012

AGENCY FUNDS

Guarantee Deposit-Conservation/Broadway Glen	21,052.59
Guarantee Deposit-Conservation/AW Perry Spring Meadow	2,048.78
Guarantee Deposit-Conservation/Esposito/1504 Hanover Sreet	2,105.21
Guarantee Deposit-Conservation/Falcon 19 Saddle Lane	1,001.28
Guarantee Deposit-Conservation/Rodriguez/70 Elm Street	3,683.45
Guarantee Deposit-Conservation/JVO Morse Farms Estate	3,684.18
Guarantee Deposit-Conservation/Hanover Washington Target	4,638.18
Guarantee Deposit-Conservation/Senior Center Project	3,538.56
Guarantee Deposit-Conservation/King Street Project	3,528.71
Guarantee Deposit-Conservation/342 Circuit Street	503.22
Guarantee Deposit-Conservation/2001 Washington St	1.09
Guarantee Deposit-Conservation/1 Saturn Drive	0.27
Deposit DPW/Stop & Shop	308.80
DPW Contractor Performance Bonds	13,500.00
ZBA Appeal 2006-34V	174.87
ZBA Barstow Village	177.28
ZBA Woodland Village	592.02
ZBA Bunker 1041 Main Street	142.50
ZBA Goldthwait	77.74
ZBA Hash 982 Main	113.62
ZBA Hassett/2010-8SP	105.26
ZBA/33R Water St/Holmes/2010-9V	150.35
ZBA/Quan/871 Washington/2011IV	113.62
ZBA/Kelly/447 Cedar St/2011-25P	127.28
ZBA/Briggs/149 Main St	41.86
ZBA/63 Grove Street	102.51
ZBA/AT&T Mobility	139.24
ZBA/Merrill	66.33
ZBA/Conroy	126.63
ZBA/Davis	247.23
ZBA/Crimmins	174.87
ZBA/Pantooset Farms	133.26
Planning/Postage/Advertising	1,489.12
Police Off Duty Details	(1,303.62)
Fire Off Duty Details	729.56
School Work Details	19,338.76
Hanover Mall Police	8,614.78
Mall Retirement	27,262.02
Hanover Mall Police Contract	72,974.35

Total Liabilities

597,738.24

**TOWN OF HANOVER MASSACHUSETTS
BALANCE SHEET - JUNE 30, 2012
LONG TERM DEBT**

ASSETS

Amounts to be Provided for Payment of Bonds	51,904,922.00
Bonds Authorized	36,855,500.00
Total Assets	<u>88,760,422.00</u>

Liabilities

Bonds Payable	51,904,922.00
Bonds Authorized & Unissued	36,855,500.00
Total Liabilities	<u>88,760,422.00</u>

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Board of Selectmen														
Salaries		255,752.00				255,752.00			255,752.00	276,399.93		(20,647.93)	(20,647.93)	
Expenses		31,450.00				31,450.00			31,450.00	38,092.65		(6,642.65)	(6,642.65)	-
prior year encumbrance	124.00					124.00			124.00	124.00		-	-	
King St Art 52/11	9,000.00					9,000.00			9,000.00	-		9,000.00	-	9,000.00
Fireworks STM A1/12								10,000.00	10,000.00	9,800.00		200.00	200.00	
School Efficiency Study								40,000.00	40,000.00			40,000.00	-	40,000.00
Rt 53 Art54/03	27,425.45					27,425.45			27,425.45	2,243.35		25,182.10	-	25,182.10
Energy Adcom Art 19/10	2,479.50					2,479.50			2,479.50	-		2,479.50	-	2,479.50
Demo Curtis Art28/12			75,000.00			75,000.00			75,000.00	2,384.66		72,615.34	-	72,615.34
Advisory Committee														
Salaries		3,152.00				3,152.00			3,152.00	1,244.53		1,907.47	1,907.47	
Expenses		-				-			-	-		-	-	
Finance Department														
Salaries		469,689.00				469,689.00			469,689.00	407,903.47		61,785.53	61,785.53	
Expenses		79,178.00				79,178.00			79,178.00	61,691.90		17,486.10	10,009.10	7,477.00
prior year encum	5,642.30					5,642.30			5,642.30	-		-	-	
Town audit		39,000.00				39,000.00		-	39,000.00	33,175.00		5,825.00	-	5,825.00
prior year encum	2,000.00					2,000.00			2,000.00	2,000.00		-	-	
Board of Assessors														
Salaries		141,507.00				141,507.00			141,507.00	123,900.90		17,606.10	17,606.10	
Expenses		38,062.00				38,062.00			38,062.00	28,361.83		9,700.17	-	9,700.17
prior year encum	-					-			-	-		-	-	
Capital Imp Committee														
Salaries		1,939.00				1,939.00			1,939.00	-		1,939.00	1,939.00	
Expenses		-				-			-	-		-	-	
Legal														
Expenses		134,900.00				134,900.00			134,900.00	116,763.27		18,136.73	18,084.23	52.50
prior year encum	28,572.94					28,572.94			28,572.94	27,108.12		1,464.82	1,464.82	
Central Computer														
Salaries		83,286.00				83,286.00			83,286.00	83,285.98		0.02	0.02	
Expenses		96,484.00				96,484.00			96,484.00	54,333.16		42,150.84	9,644.45	32,506.39
prior year encum	4,270.38					4,270.38			4,270.38	4,270.38		-	-	
Town Clerk														
Salaries		92,327.00				92,327.00			92,327.00	92,001.82		325.18	325.18	
Expenses		4,445.00				4,445.00			4,445.00	1,577.27		2,867.73	2,867.73	
prior year encum						-			-	-		-	-	
Elections & TM														
Salaries		27,300.00				27,300.00			27,300.00	8,187.38		19,112.62	19,112.62	
Expenses		25,560.00				25,560.00			25,560.00	14,778.33		10,781.67	10,781.67	
prior year encum						-			-	-		-	-	
Registrars														
Salaries		25,356.00				25,356.00			25,356.00	22,233.39		3,122.61	3,122.61	
Expenses		7,444.00				7,444.00			7,444.00	6,866.39		577.61	577.61	
Open Space														
Salaries				25,000.00		25,000.00			25,000.00	25,000.00		-	-	
expenses				20,564.00		20,564.00			20,564.00	2,561.50	18,002.50	-	-	
Town Hall														
Salaries		230,920.00				230,920.00			230,920.00	254,755.49		(23,835.49)	(23,835.49)	
Expenses		195,910.00				195,910.00		-	195,910.00	107,974.32		87,935.68	85,935.68	2,000.00
prior year encum	9,683.00					9,683.00			9,683.00	9,650.00		33.00	33.00	
Police Department														
Salaries		2,460,884.00				2,460,884.00			2,460,884.00	2,383,082.96		77,801.04	77,801.04	

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Expenses		222,037.00				222,037.00		-	222,037.00	219,089.33		2,947.67	2,674.25	273.42
prior year encum	652.23					652.23			652.23	652.23		-	-	
Cruiser Art18/11	18,741.00					18,741.00			18,741.00	18,741.00		-	-	-
Cruiser Art29/12			91,338.00			91,338.00			91,338.00	65,348.60		25,989.40	-	25,989.40
Nextel		-												
Expenses		11,500.00				11,500.00			11,500.00	9,183.05		2,316.95	2,316.95	-
Fire Department														
Salaries		1,692,114.00			375,000.00	2,067,114.00		-	2,067,114.00	2,032,673.21		34,440.79	34,440.79	
Expenses		158,561.00			88,050.00	246,611.00		-	246,611.00	244,736.30		1,874.70	1,589.21	285.49
prior year encum	-					-			-	-		-	-	
Art 43/09 Fire Hdqtrs	10,000.00					10,000.00			10,000.00	-		10,000.00	-	10,000.00
Equip Amb Art30/12					185,000.00	185,000.00			185,000.00			185,000.00	-	185,000.00
Monitors/Defibs Art31/12					108,000.00	108,000.00			108,000.00	108,000.00				
DMI														
Salaries		483,986.00			9,000.00	492,986.00			492,986.00	450,497.37		42,488.63	42,488.63	
Expenses		45,057.00			1,000.00	46,057.00			46,057.00	39,457.21		6,599.79	6,167.79	432.00
prior year encum	432.00					432.00			432.00	432.00		-	-	
Art 56/09 GIS software	9,934.39					9,934.39			9,934.39			9,934.39	-	9,934.39
Art 23/11 GIS	11,986.26				-	11,986.26			11,986.26	-		11,986.26	-	11,986.26
Emergency Mgmt						-								
Expenses		2,100.00				2,100.00			2,100.00	1,957.41		142.59	142.59	
Animal Control														
Salaries		14,112.00				14,112.00			14,112.00	14,105.14		6.86	6.86	
Expenses		3,743.00				3,743.00			3,743.00	1,907.96		1,835.04	1,835.04	
ECC														
Salaries		496,616.00				496,616.00			496,616.00	453,982.60		42,633.40	42,633.40	
Expenses		54,910.00				54,910.00		-	54,910.00	54,664.18		245.82	245.82	
Console/Radio Art49/12			75,000.00			75,000.00			75,000.00	74,667.14		332.86	332.86	
School														
Expenses		23,232,796.00	120,000.00			23,352,796.00			23,352,796.00	23,202,355.43		150,440.57	5,466.94	144,973.63
prior year encum	110,627.03					110,627.03			110,627.03	103,633.59		6,993.44	6,993.44	
Install Equip A1/12	23,600.00					23,600.00		-	23,600.00	23,233.25		366.75	366.75	
Sped Van Art32/12			32,500.00			32,500.00			32,500.00	28,768.00		3,732.00	-	3,732.00
North River Collab		7,500.00				7,500.00			7,500.00	2,944.00		4,556.00	4,556.00	
prior year encum						-			-	-		-	-	
Peg Access						-			-	-		-	-	
Salaries					59,448.00	59,448.00			59,448.00	57,247.03	2,200.97	-	-	
Expenses					85,900.00	85,900.00			85,900.00	81,973.58	3,926.42	-	-	
prior year encum	36,726.66					36,726.66			36,726.66	36,462.97		263.69	0.00	263.69
SS Regional School		808,971.00				808,971.00			808,971.00	808,971.00		-	-	
DPW Admin														
Salaries		171,500.00				171,500.00			171,500.00	160,115.31		11,384.69	11,384.69	
Expenses		17,775.00				17,775.00			17,775.00	18,839.02		(1,064.02)	(1,064.02)	
DPW Highway														
Salaries		356,500.00				356,500.00			356,500.00	334,252.43		22,247.57	22,247.57	
Expenses		145,000.00				145,000.00			145,000.00	144,540.74		459.26	(1,940.74)	2,400.00
prior year encum	2,400.00					2,400.00			2,400.00	2,319.00		81.00	81.00	
Art 10/09 STM Teagues	25,000.00					25,000.00			25,000.00	-		25,000.00	-	25,000.00
Art 66/ Pavemnt Mgmt	62,423.04					62,423.04			62,423.04	60,536.62		1,886.42	(0.00)	1,886.42
Art 19/11 Pick up truck	1,613.83		-			1,613.83			1,613.83	-		1,613.83	-	1,613.83
Snow & Ice														
Salaries		73,000.00				73,000.00		-	73,000.00	23,866.30		49,133.70	49,133.70	
Expenses		307,000.00				307,000.00		(50,000.00)	257,000.00	160,573.03		96,426.97	96,426.97	
Streetlights														

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Expenses		61,320.00				61,320.00		-	61,320.00	52,736.10		8,583.90	8,583.90	
DPW Public Grounds														
Salaries		218,500.00			65,000.00	283,500.00			283,500.00	282,629.33		870.67	870.67	
Expenses		47,300.00			10,000.00	57,300.00			57,300.00	57,299.00		1.00	(5,999.00)	6,000.00
prior year encum	6,000.00					6,000.00			6,000.00	5,552.03		447.97	447.97	
Transfer Station														
Salaries		204,550.00				204,550.00			204,550.00	200,892.80		3,657.20	3,657.20	
Expenses		756,000.00				756,000.00		-	756,000.00	611,898.09		144,101.91	131,112.81	12,989.10
Prior year encumbrance	8,501.50					8,501.50			8,501.50	6,798.00		1,703.50	1,703.50	
Cemetery														
Salaries		-			-	-			-	830.49		(830.49)	(830.49)	
Expenses		-			-	-			-	-		-	-	
Art 50/03 Engineering	6,130.50					6,130.50			6,130.50	-		6,130.50	-	6,130.50
Art 51/03 Fence	10,994.02					10,994.02			10,994.02	-		10,994.02	-	10,994.02
Town Fuel Pump														
Expenses		262,200.00				262,200.00		-	262,200.00	255,431.85		6,768.15	6,568.15	200.00
prior year encum	400.00					400.00			400.00	131.05		268.95	268.95	
Visiting Nurse						-								
Salaries		94,452.00			-	94,452.00			94,452.00	94,411.80		40.20	40.20	
Expenses		1,500.00				1,500.00			1,500.00	1,500.00		-	-	
COA														
Salaries		130,569.00				130,569.00			130,569.00	122,367.39		8,201.61	8,201.61	
Expenses		61,285.00				61,285.00			61,285.00	55,740.38		5,544.62	5,544.62	-
prior year encum	-					-			-	-		-	-	
Veterans Agent														
Salaries		15,034.00				15,034.00		-	15,034.00	16,240.00		(1,206.00)	(1,206.00)	
Expenses		4,557.00				4,557.00			4,557.00	3,209.30		1,347.70	1,347.70	
Benefits		55,000.00				55,000.00	25,000.00	-	80,000.00	75,272.34		4,727.66	4,727.66	
prior year encum	5.00					5.00			5.00	5.00		-	-	
Library														
Salaries		315,071.00				315,071.00			315,071.00	316,683.93		(1,612.93)	(1,612.93)	
Expenses		193,256.00				193,256.00			193,256.00	189,892.01		3,363.99	3,363.99	-
Art 15/11 Library Fines	71.29					71.29			71.29	-		71.29	71.29	
Parks and Recreation														
Salaries		40,932.00				40,932.00			40,932.00	40,000.00		932.00	932.00	
Stetson Art9-13, 05-09	3,103.72	1,000.00				4,103.72			4,103.72	848.89		3,254.83	-	3,254.83
Debt Service														
Principal		2,175,044.00		354,681.00	76,147.00	2,605,872.00			2,605,872.00	2,605,872.00		-	-	-
Interest		1,700,827.00			-	1,700,827.00			1,700,827.00	1,612,718.51	17,920.00	88,108.49	70,188.49	
Short Term		345,325.00			-	345,325.00			345,325.00	325,325.00		20,000.00	20,000.00	
Other Interest		-				-			-	-		-	-	
bond Issuance		85,000.00				85,000.00			85,000.00	178.44		84,821.56	84,821.56	
Prior year expense						-			-	-		-	-	
State Assessments		467,436.00				467,436.00			467,436.00	467,436.00		-	-	
County Assessments		46,496.00				46,496.00			46,496.00	46,496.06		(0.06)	(0.06)	
Pension														
FICA/Medicare		410,000.00				410,000.00			410,000.00	398,115.70		11,884.30	11,884.30	
Plymouth County Retirement		2,061,153.00	-			2,061,153.00		-	2,061,153.00	2,021,104.00		40,049.00	40,049.00	
Workers Comp		175,833.00				175,833.00			175,833.00	166,420.05		9,412.95	9,412.95	
Unemployment Benefits		250,000.00				250,000.00		-	250,000.00	184,312.56		65,687.44	63,194.44	2,493.00
prior year encum						-			-	-		-	-	
Health insurance		1,759,427.00	1,327,366.00	2,803.00	8,781.00	3,098,377.00		-	3,098,377.00	2,828,866.10		269,510.90	269,510.90	
prior year encum	7,000.00					7,000.00			7,000.00	4,490.00		2,510.00	2,510.00	
Group Life		14,900.00				14,900.00			14,900.00	7,627.88		7,272.12	7,272.12	

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Education Benefits		6,000.00				6,000.00			6,000.00	-		6,000.00	6,000.00	
Sick Leave Benefits														
Town Sick		175,000.00				175,000.00			175,000.00	141,424.42		33,575.58	-	33,575.58
School Sick		124,000.00				124,000.00			124,000.00			124,000.00	-	124,000.00
prior year Art encum	825,379.36					825,379.36			825,379.36	217,574.18		607,805.18	-	607,805.18
Employee Medical		52,945.00				52,945.00			52,945.00	19,224.32		33,720.68	30,341.83	3,378.85
Prior year expense	28,134.33					28,134.33			28,134.33	2,232.08		25,902.25	25,902.25	
Property & Liability		263,500.00				263,500.00			263,500.00	189,093.15		74,406.85	74,406.85	
County Aid to Agriculture		-				-			-	-		-	-	
Reserve Fund Transfers		190,000.00				190,000.00	(25,000.00)	-	165,000.00	-		165,000.00	165,000.00	
Transferred to water fund			505,437.00							-		-	-	
Trans to Res Res for Appro			167,746.00			50,009,366.73								
	1,299,053.73	45,514,735.00	2,394,387.00	403,048.00	1,071,326.00	50,682,549.73	-	-	50,009,366.73	46,877,000.54		3,108,236.30	1,648,886.71	1,441,429.59

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Board of Selectmen														
Salaries		255,752.00				255,752.00			255,752.00	276,399.93		(20,647.93)	(20,647.93)	
Expenses		31,450.00				31,450.00			31,450.00	38,092.65		(6,642.65)	(6,642.65)	-
prior year encumbrance	124.00					124.00			124.00	124.00		-	-	
King St Art 52/11	9,000.00					9,000.00			9,000.00	-		9,000.00	-	9,000.00
Fireworks STM A1/12								10,000.00	10,000.00	9,800.00		200.00	200.00	
School Efficiency Study								40,000.00	40,000.00			40,000.00	-	40,000.00
Rt 53 Art54/03	27,425.45					27,425.45			27,425.45	2,243.35		25,182.10	-	25,182.10
Energy Adcom Art 19/10	2,479.50					2,479.50			2,479.50	-		2,479.50	-	2,479.50
Demo Curtis Art28/12			75,000.00			75,000.00			75,000.00	2,384.66		72,615.34	-	72,615.34
Advisory Committee														
Salaries		3,152.00				3,152.00			3,152.00	1,244.53		1,907.47	1,907.47	
Expenses		-				-			-	-		-	-	
Finance Department														
Salaries		469,689.00				469,689.00			469,689.00	407,903.47		61,785.53	61,785.53	
Expenses		79,178.00				79,178.00			79,178.00	61,691.90		17,486.10	10,009.10	7,477.00
prior year encum	5,642.30					5,642.30			5,642.30	-		-	-	
Town audit		39,000.00				39,000.00		-	39,000.00	33,175.00		5,825.00	-	5,825.00
prior year encum	2,000.00					2,000.00			2,000.00	2,000.00		-	-	
Board of Assessors														
Salaries		141,507.00				141,507.00			141,507.00	123,900.90		17,606.10	17,606.10	
Expenses		38,062.00				38,062.00			38,062.00	28,361.83		9,700.17	-	9,700.17
prior year encum	-					-			-	-		-	-	
Capital Imp Committee														
Salaries		1,939.00				1,939.00			1,939.00	-		1,939.00	1,939.00	
Expenses		-				-			-	-		-	-	
Legal														
Expenses		134,900.00				134,900.00			134,900.00	116,763.27		18,136.73	18,084.23	52.50
prior year encum	28,572.94					28,572.94			28,572.94	27,108.12		1,464.82	1,464.82	
Central Computer														
Salaries		83,286.00				83,286.00			83,286.00	83,285.98		0.02	0.02	
Expenses		96,484.00				96,484.00			96,484.00	54,333.16		42,150.84	9,644.45	32,506.39
prior year encum	4,270.38					4,270.38			4,270.38	4,270.38		-	-	
Town Clerk														
Salaries		92,327.00				92,327.00			92,327.00	92,001.82		325.18	325.18	
Expenses		4,445.00				4,445.00			4,445.00	1,577.27		2,867.73	2,867.73	
prior year encum						-			-	-		-	-	
Elections & TM														
Salaries		27,300.00				27,300.00			27,300.00	8,187.38		19,112.62	19,112.62	
Expenses		25,560.00				25,560.00			25,560.00	14,778.33		10,781.67	10,781.67	
prior year encum						-			-	-		-	-	
Registrars														
Salaries		25,356.00				25,356.00			25,356.00	22,233.39		3,122.61	3,122.61	
Expenses		7,444.00				7,444.00			7,444.00	6,866.39		577.61	577.61	
Open Space														
Salaries				25,000.00		25,000.00			25,000.00	25,000.00		-	-	
expenses				20,564.00		20,564.00			20,564.00	2,561.50	18,002.50	-	-	
									-			-	-	
Town Hall														
Salaries		230,920.00				230,920.00			230,920.00	254,755.49		(23,835.49)	(23,835.49)	
Expenses		195,910.00				195,910.00		-	195,910.00	107,974.32		87,935.68	85,935.68	2,000.00
prior year encum	9,683.00					9,683.00			9,683.00	9,650.00		33.00	33.00	
Police Department														
Salaries		2,460,884.00				2,460,884.00			2,460,884.00	2,383,082.96		77,801.04	77,801.04	

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Expenses		222,037.00				222,037.00		-	222,037.00	219,089.33		2,947.67	2,674.25	273.42
prior year encum	652.23					652.23			652.23	652.23		-	-	
Cruiser Art18/11	18,741.00					18,741.00			18,741.00	18,741.00		-	-	-
Cruiser Art29/12			91,338.00			91,338.00			91,338.00	65,348.60		25,989.40	-	25,989.40
Nextel		-												
Expenses		11,500.00				11,500.00			11,500.00	9,183.05		2,316.95	2,316.95	-
Fire Department														
Salaries		1,692,114.00			375,000.00	2,067,114.00		-	2,067,114.00	2,032,673.21		34,440.79	34,440.79	
Expenses		158,561.00			88,050.00	246,611.00		-	246,611.00	244,736.30		1,874.70	1,589.21	285.49
prior year encum	-					-			-	-		-	-	
Art 43/09 Fire Hdqtrs	10,000.00					10,000.00			10,000.00	-		10,000.00	-	10,000.00
Equip Amb Art30/12					185,000.00	185,000.00			185,000.00			185,000.00	-	185,000.00
Monitors/Defibs Art31/12					108,000.00	108,000.00			108,000.00	108,000.00				
DMI														
Salaries		483,986.00			9,000.00	492,986.00			492,986.00	450,497.37		42,488.63	42,488.63	
Expenses		45,057.00			1,000.00	46,057.00			46,057.00	39,457.21		6,599.79	6,167.79	432.00
prior year encum	432.00					432.00			432.00	432.00		-	-	
Art 56/09 GIS software	9,934.39					9,934.39			9,934.39			9,934.39	-	9,934.39
Art 23/11 GIS	11,986.26				-	11,986.26			11,986.26	-		11,986.26	-	11,986.26
Emergency Mgmt						-								
Expenses		2,100.00				2,100.00			2,100.00	1,957.41		142.59	142.59	
Animal Control														
Salaries		14,112.00				14,112.00			14,112.00	14,105.14		6.86	6.86	
Expenses		3,743.00				3,743.00			3,743.00	1,907.96		1,835.04	1,835.04	
ECC														
Salaries		496,616.00				496,616.00			496,616.00	453,982.60		42,633.40	42,633.40	
Expenses		54,910.00				54,910.00		-	54,910.00	54,664.18		245.82	245.82	
Console/Radio Art49/12			75,000.00			75,000.00			75,000.00	74,667.14		332.86	332.86	
School														
Expenses		23,232,796.00	120,000.00			23,352,796.00			23,352,796.00	23,202,355.43		150,440.57	5,466.94	144,973.63
prior year encum	110,627.03					110,627.03			110,627.03	103,633.59		6,993.44	6,993.44	
Install Equip A1/12	23,600.00					23,600.00		-	23,600.00	23,233.25		366.75	366.75	
Sped Van Art32/12			32,500.00			32,500.00			32,500.00	28,768.00		3,732.00	-	3,732.00
North River Collab		7,500.00				7,500.00			7,500.00	2,944.00		4,556.00	4,556.00	
prior year encum						-			-	-		-	-	
Peg Access						-			-	-		-	-	
Salaries					59,448.00	59,448.00			59,448.00	57,247.03	2,200.97	-	-	
Expenses					85,900.00	85,900.00			85,900.00	81,973.58	3,926.42	-	-	
prior year encum	36,726.66					36,726.66			36,726.66	36,462.97		263.69	0.00	263.69
SS Regional School		808,971.00				808,971.00			808,971.00	808,971.00		-	-	
DPW Admin														
Salaries		171,500.00				171,500.00			171,500.00	160,115.31		11,384.69	11,384.69	
Expenses		17,775.00				17,775.00			17,775.00	18,839.02		(1,064.02)	(1,064.02)	
DPW Highway														
Salaries		356,500.00				356,500.00			356,500.00	334,252.43		22,247.57	22,247.57	
Expenses		145,000.00				145,000.00			145,000.00	144,540.74		459.26	(1,940.74)	2,400.00
prior year encum	2,400.00					2,400.00			2,400.00	2,319.00		81.00	81.00	
Art 10/09 STM Teagues	25,000.00					25,000.00			25,000.00	-		25,000.00	-	25,000.00
Art 66/ Pavemnt Mgmt	62,423.04					62,423.04			62,423.04	60,536.62		1,886.42	(0.00)	1,886.42
Art 19/11 Pick up truck	1,613.83		-			1,613.83			1,613.83	-		1,613.83	-	1,613.83
Snow & Ice														
Salaries		73,000.00				73,000.00		-	73,000.00	23,866.30		49,133.70	49,133.70	
Expenses		307,000.00				307,000.00		(50,000.00)	257,000.00	160,573.03		96,426.97	96,426.97	
Streetlights														

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Expenses		61,320.00				61,320.00		-	61,320.00	52,736.10		8,583.90	8,583.90	
DPW Public Grounds														
Salaries		218,500.00			65,000.00	283,500.00			283,500.00	282,629.33		870.67	870.67	
Expenses		47,300.00			10,000.00	57,300.00			57,300.00	57,299.00		1.00	(5,999.00)	6,000.00
prior year encum	6,000.00					6,000.00			6,000.00	5,552.03		447.97	447.97	
Transfer Station														
Salaries		204,550.00				204,550.00			204,550.00	200,892.80		3,657.20	3,657.20	
Expenses		756,000.00				756,000.00		-	756,000.00	611,898.09		144,101.91	131,112.81	12,989.10
Prior year encumbrance	8,501.50					8,501.50			8,501.50	6,798.00		1,703.50	1,703.50	
Cemetery														
Salaries		-			-	-			-	830.49		(830.49)	(830.49)	
Expenses		-			-	-			-	-		-	-	
Art 50/03 Engineering	6,130.50					6,130.50			6,130.50	-		6,130.50	-	6,130.50
Art 51/03 Fence	10,994.02					10,994.02			10,994.02	-		10,994.02	-	10,994.02
Town Fuel Pump														
Expenses		262,200.00				262,200.00		-	262,200.00	255,431.85		6,768.15	6,568.15	200.00
prior year encum	400.00					400.00			400.00	131.05		268.95	268.95	
Visiting Nurse						-								
Salaries		94,452.00			-	94,452.00			94,452.00	94,411.80		40.20	40.20	
Expenses		1,500.00				1,500.00			1,500.00	1,500.00		-	-	
COA														
Salaries		130,569.00				130,569.00			130,569.00	122,367.39		8,201.61	8,201.61	
Expenses		61,285.00				61,285.00			61,285.00	55,740.38		5,544.62	5,544.62	-
prior year encum	-					-			-	-		-	-	
Veterans Agent														
Salaries		15,034.00				15,034.00		-	15,034.00	16,240.00		(1,206.00)	(1,206.00)	
Expenses		4,557.00				4,557.00			4,557.00	3,209.30		1,347.70	1,347.70	
Benefits		55,000.00				55,000.00	25,000.00	-	80,000.00	75,272.34		4,727.66	4,727.66	
prior year encum	5.00					5.00			5.00	5.00		-	-	
Library														
Salaries		315,071.00				315,071.00			315,071.00	316,683.93		(1,612.93)	(1,612.93)	
Expenses		193,256.00				193,256.00			193,256.00	189,892.01		3,363.99	3,363.99	-
Art 15/11 Library Fines	71.29					71.29			71.29	-		71.29	71.29	
Parks and Recreation														
Salaries		40,932.00				40,932.00			40,932.00	40,000.00		932.00	932.00	
Stetson Art9-13, 05-09	3,103.72	1,000.00				4,103.72			4,103.72	848.89		3,254.83	-	3,254.83
Debt Service														
Principal		2,175,044.00		354,681.00	76,147.00	2,605,872.00			2,605,872.00	2,605,872.00		-	-	-
Interest		1,700,827.00			-	1,700,827.00			1,700,827.00	1,612,718.51	17,920.00	88,108.49	70,188.49	
Short Term		345,325.00			-	345,325.00			345,325.00	325,325.00		20,000.00	20,000.00	
Other Interest		-				-			-	-		-	-	
bond Issuance		85,000.00				85,000.00			85,000.00	178.44		84,821.56	84,821.56	
Prior year expense						-			-	-		-	-	
State Assessments		467,436.00				467,436.00			467,436.00	467,436.00		-	-	
County Assessments		46,496.00				46,496.00			46,496.00	46,496.06		(0.06)	(0.06)	
Pension														
FICA/Medicare		410,000.00				410,000.00			410,000.00	398,115.70		11,884.30	11,884.30	
Plymouth County Retirement		2,061,153.00	-			2,061,153.00		-	2,061,153.00	2,021,104.00		40,049.00	40,049.00	
Workers Comp		175,833.00				175,833.00			175,833.00	166,420.05		9,412.95	9,412.95	
Unemployment Benefits		250,000.00				250,000.00		-	250,000.00	184,312.56		65,687.44	63,194.44	2,493.00
prior year encum						-			-	-		-	-	
Health insurance		1,759,427.00	1,327,366.00	2,803.00	8,781.00	3,098,377.00		-	3,098,377.00	2,828,866.10		269,510.90	269,510.90	
prior year encum	7,000.00					7,000.00			7,000.00	4,490.00		2,510.00	2,510.00	
Group Life		14,900.00				14,900.00			14,900.00	7,627.88		7,272.12	7,272.12	

2012 General Fund Appropriations and Expenditure Ledger

<u>Department</u>	<u>Enc Carried Forward</u>	<u>Raise & Appropriate</u>	<u>Free Cash</u>	<u>Transfer from Other Funds</u>	<u>Other Available Funds</u>	<u>Total ATM encumbered</u>	<u>3% & Reserve Fund</u>	<u>Special Town Meeting</u>	<u>Final Appropriation Balance</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>NEW Balance encumbered</u>
Education Benefits		6,000.00				6,000.00			6,000.00	-		6,000.00	6,000.00	
Sick Leave Benefits														
Town Sick		175,000.00				175,000.00			175,000.00	141,424.42		33,575.58	-	33,575.58
School Sick		124,000.00				124,000.00			124,000.00			124,000.00	-	124,000.00
prior year Art encum	825,379.36					825,379.36			825,379.36	217,574.18		607,805.18	-	607,805.18
Employee Medical		52,945.00				52,945.00			52,945.00	19,224.32		33,720.68	30,341.83	3,378.85
Prior year expense	28,134.33					28,134.33			28,134.33	2,232.08		25,902.25	25,902.25	
Property & Liability		263,500.00				263,500.00			263,500.00	189,093.15		74,406.85	74,406.85	
County Aid to Agriculture		-				-			-	-		-	-	
Reserve Fund Transfers		190,000.00				190,000.00	(25,000.00)	-	165,000.00	-		165,000.00	165,000.00	
Transferred to water fund			505,437.00							-		-	-	
Trans to Res Res for Appro			167,746.00			50,009,366.73								
	1,299,053.73	45,514,735.00	2,394,387.00	403,048.00	1,071,326.00	50,682,549.73	-	-	50,009,366.73	46,877,000.54		3,108,236.30	1,648,886.71	1,441,429.59

**Undesignated Fund Balance
June 30, 2012**

Undesignated Fund Balance 6/30/2010	2,747,077.06
Revenue	46,295,326.52
Other financing sources	1,832,790.00
Reserve for Expenditures 6/30/10	2,394,387.00
Reserve for Encumbrances 6/30/10	1,299,053.73
MBTE Settlement	-
Debt Service amortization 6/30/10	403,392.00
Debt Service amortization 6/30/10	953,241.33
close to undesignated	200,494.00
close to undesignated	80,000.00
Expenditures	(46,876,939.04)
Reserve for Expenditures 6/30/11	(2,229,402.00)
Reserve for encumbrances 6/30/11	(1,392,144.10)
Reserve for debt service premium& amort	(892,989.69)
Debt service amortization	(366,530.18)
Reserve for premium	
Extraordinary and unforeseen	
Other Financing Uses	(715,232.89)
Undesignated Fund Balance 6/30/12	3,732,523.74
	3,732,523.74

Water Enterprise Fund

<u>Department</u>	<u>Balance 7/1/2011</u>	<u>Free Cash</u>	<u>Water & Tax Rates</u>	<u>Retained Earnings</u>	<u>Original Budget</u>	<u>Final Budget</u>	<u>Exp and Encumbrances</u>	<u>Budget Variance</u>	<u>Closed to Revenue</u>	<u>Balance Encumbered 6/30/2012</u>	
Water Administration Payroll			265,500.00		265,500.00		263,047.35	2,452.65	2,452.65		
Water Administration Expenses	-		66,400.00		66,400.00		67,100.43	(700.43)	(700.43)	-	
Prior year encumbrance	-				-		-	-	-	-	
									-		
Water Treatment Payroll	-		479,000.00		479,000.00		471,811.07	7,188.93	7,188.93	-	
Water Treatment Expenses			807,800.00		807,800.00		768,431.27	39,368.73	31,318.73	8,050.00	
Prior year encumbrance	700.00				700.00		623.65	76.35	76.35	-	
Pond St Filter A52/10	60,000.00				60,000.00		-	60,000.00	-	60,000.00	x
Broadway Plant A45/03	17,499.07				17,499.07		-	17,499.07	-	17,499.07	x
water equip A34/04	57,182.88				57,182.88		23,405.14	33,777.74	-	33,777.74	x
MBTE Testing A16/12		505,437.00			505,437.00		-	505,437.00	-	505,437.00	
Chemical Feed A28/08	60,000.00				60,000.00		-				
									-		
Water Distribution Payroll	-		448,800.00		448,800.00		385,857.17	62,942.83	62,942.83	-	
Water Distribution Expenses	-		181,100.00		181,100.00		128,810.07	52,289.93	48,439.93	3,850.00	
Prior Year encumbrance	-				-		-	-	-	-	
Stormwater Map A58/06	50,000.00				50,000.00		-	50,000.00	-	50,000.00	x
Water Mains A10/02	9,630.07				9,630.07		-	9,630.07	-	9,630.07	x
Water Mains A40/01	9,387.38				9,387.38		-	9,387.38	-	9,387.38	x
Water Main Rte 53 A32/05	31,506.58				31,506.58		-	31,506.58	-	31,506.58	x
Water Mains A33/05	166,690.54				166,690.54		-	166,690.54	-	166,690.54	x
Water Mains A26/08	4,146.98				4,146.98		-	4,146.98	-	4,146.98	x
Winter St Facility A42/05	105,552.56				105,552.56		-	105,552.56	-	105,552.56	x
School St Tank removal A25/08	36,704.59				36,704.59			36,704.59	-	36,704.59	
Wind Turbine S9/STM09					0			0			
					-		-	-	-	-	
Principal Long Term debt	-		564,123.00		564,123.00		563,903.74	219.26	219.26	-	
Long Term Interest	-		222,790.00		222,790.00		223,605.13	(815.13)	(815.13)	-	
Short Term Interest			13,125.00		13,125.00		13,125.00	-	-		
Bond/Note Issuance Expenses			-		-		-	-	-		
Sick Leave Buyback A12/06	70,700.39				70,700.39		-	70,700.39	-	70,700.39	
					-						
	679,701.04	505,437.00	3,048,638.00		4,233,776.04		2,909,720.02	1,264,056.02	151,123.12	1,112,932.90	

TOWN OF HANOVER
State and Local Receipts-Budget vs Actual
Fiscal 2012

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Local Receipts:			
Motor Vehicle Excise	1,575,000	1,875,441	300,441
Other Excise	1,000	1,115	115
Penalties & Interest	90,000	152,694	62,694
PILOT	100,000	244,786	144,786
Fees	400,000	401,678	1,678
Rentals	27,500	32,117	4,617
Licenses & Permits	300,000	499,569	199,569
Fines and Forfeits	50,000	99,819	49,819
Investment Income	50,000	40,174	(9,826)
misc	316,519	158,053	(158,466)
Total Local	2,910,019	3,505,446	595,427
State Receipts:			
School Aid Chapter 70	5,967,516	5,967,516	-
Charter Tuition Reimbursements	40,318	41,770	1,452
Unrestricted Government Aid	1,662,196	1,791,747	129,551
Police Career Incentive	-	-	-
Veteran's Benefits	40,620	46,153	5,533
Exemptions, Vets Blind Elderly	52,108	66,130	14,022
State Owned Land	6,535	6,535	-
Total State	7,769,293	7,919,851	150,558

**Town of Hanover
General Fund
Revenues, Expenditures and Changes in Fund Equity
Fiscal Year 2012**

Revenues:

Real Estate Taxes	32,971,189
Personal Property Taxes	724,160
Tax Liens	140,236
Deferred Taxes Redeemed	41,084
Tax Foreclosures	3,000
Local Receipts (see budget/actual)	3,505,446
State receipts (see Budget/Actual)	7,919,851
MSBA Reimbursement	888,582
Medicaid reimbursement	46,908
Bond Premium	54,871
stabilization Interest	165
Bond Premium reserved	953,240
Ban Premium reserved	40,241
Total Revenues	47,288,973

Expenditures:

See Appropriation and Expenditure Schedule	46,409,565
State and County Expenditures	467,436
Total Expenditures	46,877,001

Revenues over (under) expenditures **411,972**

Other Financing Sources and Uses:

Transfer in from Special Revenue Funds	1,464,374
Transfer in from Capital Projects Fund	-
Transfer in from Water Enterprise Fund	358,416
Transfer in from Trust Funds	10,000
Transfer out to Trust Funds	-
Transfer out to Agency Fund	-
Transfer out to Special Revenue Fund	(216,790)
Transfer out to Water Enterprise	(505,437)

Revenues and Other Financing Sources over (under) **1,522,535**

Fund Equity Beginning of Year **8,802,082**

Fund Equity End of Year **10,324,617**

REPORT OF THE ADVISORY COMMITTEE

JULY 1, 2011 – JULY 30, 2012

The Advisory Committee consists of nine registered voters of the town, appointed by the Town Moderator with the approval of the majority of the Selectmen. Committee members serve on the committee for a three-year term, which ends on July 15, or until a successor is appointed. No person holding an elective office of the town is eligible to serve on this committee.

The Advisory Committee is responsible for reviewing all articles contained in each of the Annual and Special Town meeting warrants. The Committee's recommendations for the actions to be taken on each of these articles are posted on the Town's website as well as presented both verbally and in written form at each of the Town Meetings.

The Advisory Committee is also responsible for making recommendations regarding the annual estimates and expenditures as prepared by the Town Accountant. These recommendations are included in the Town Meeting Warrant along with the Town's Omnibus Budget.

In addition, the Committee submits an annual report in printed form with its recommendations relative to the financial affairs of the Town.

Commentary:

This was the second budget cycle since the Town enacted the Town Manager Act. The Town Manager presented a balanced budget to the Advisory Committee and Board of Selectmen on January 30, 2012.

The Board of Selectmen adopted fiscal policies this year in order to provide goals for sound fiscal management. One of the policy goals is to use recurring revenue for recurring expenses and one time revenues for one-time expenses. Therefore, the Town reduced its reliance on free cash to fund the operating budget. In FY2012 the Town expended \$1.4 million on the general budget. For FY2013 we recommended an estimated \$800,000 in free cash to fund the operating budget and \$1.3 million to fund the capital program.

Every year the Town can raise the tax levy by 2 1/2 %, which this year amounted to approximately \$800,000, and estimated an additional \$250,000 to be raised through new growth. In addition, the Governor's fiscal 2013 budget allocated an additional \$447,000 to Chapter 70 (education aid) which is incorporated into the School department budget.

The major highlights for fiscal year 2013 budget were as follows:

The debt budget increased \$470,000 due to partially bonding the high school and road maintenance.

The Department of Public Works will be managing all Town facilities and the corresponding budgets have been reallocated into DPW.

The School Department budget increased approximately \$800,000 while outsourcing their special education transportation which resulted in significant savings. The Fire Department budget increased \$81,000 due to the fire union contract settlement.

There were no rate increases in health insurance which resulted in not having to increase the budget by \$300,000 which we plan for every year. The Plymouth County Retirement Assessment increased 15% which amounts to \$316,000. In the future the Town will still have to manage increases in health insurance and pension assessments which will limit available funds through proposition 2 ½ and new growth and continue to constrict departmental budgets.

The Town will continue to address these issues with good fiscal policy and management.

Respectfully submitted, Hanover Advisory Committee

Brian Barthelmes, Chairman
Florence Grady, Vice Chairman
David Bond
Helen Graves
Wayne Moores
John O'Leary
Jerry O'Hearn
Jim Van Arsdale
Joan Young

**REPORT OF THE HANOVER AFFORDABLE HOUSING TRUST
BOARD OF TRUSTEES
FOR FISCAL YEAR 2012**

In 2009 the Hanover Affordable Housing Trust was formed to provide for the creation and preservation of affordable housing in the Town of Hanover for low and moderate income households. The Board of Trustees is composed of seven (7) members including at least one (1) member of the Board of Selectmen, two (2) members of the Housing Authority, one (1) member of the Community Preservation Committee and three (3) at large members.

The Board of Trustees has a wide range of powers under the Declaration of Trust including the ability to receive real property, personal property and money. They have the ability to purchase, sell or manage property and to undertake projects that would improve the affordable housing opportunities in Hanover.

Per Section II.8 the Town of Hanover Affordable Housing Trust Declaration of Trust, the Board of Trustees shall keep a record of its doings and at the close of every fiscal year, make a report to the Board of Selectmen.

Since its inception in 2009 the Affordable Housing Trust has received \$880,000 from Community Preservation Act funds and a one-time payment of \$50,000 from the developers of Barstow Village as part of their lease agreement with the Town for the property on Legion Drive. The Trust has contributed \$275,000 to the Barstow Village project to keep these 66 units affordable. The Affordable Housing Trust had also used \$5,180.20 for legal fees for the start up of the Trust. Below is a breakdown of these funds:

Original Deposit TM 2009 Article 70	May 4, 2009		\$ 350,000.00
One Time Lease Payment to Town from Barstow Village	October 13, 2009		\$50,000.00
Deposit from TM 2010 Article 33	May 3, 2010		\$180,000.00
Deposit from TM 2011 Article 22	May 2, 2011		\$100,000.00
Deposit from TM 2012 Article 45	May 8, 2012		\$250,000.00
First installment payment to Barstow Village	December 8, 2009	\$	137,500.00
Payment to Plymouth County Registry of Deeds for Recording Declaration of Trust	November 3, 2009	\$	227.00
Payment to Murphy Hesse Toomey and Lehane for Legal Expenses	September 2010	\$	4,165.70
Payment to Murphy Hesse Toomey and Lehane for Legal Expenses	September 2010	\$	787.50
Phone transfer of funds to Barstow Village	July 25, 2011	\$	137,500.00

The Board of Trustees continues to monitor the Town's affordable housing situation and the Subsidized Housing Inventory. Hanover has reached a 9.13% level of affordable housing per the Department of Housing and Community Development's guidelines.

The Board of Trustees meets once a month and continues to work towards the affordable housing goals established in the Declaration of Trust and outlined in the Town's approved Housing Production Plan.

Respectfully Submitted By the Town of Hanover
Affordable Housing Trust Board of Trustees

Stephen Carroll – (Housing Authority) Chairperson

Thomas Burke – (Housing Authority)

Susan Setterland – (Board of Selectmen)

Kirstin Zwicker-Young – (Member at Large)

Alexa Lewis – (Member at Large)

REPORT OF THE BOARD OF ASSESSORS

The Board of Assessors report the following valuations for taxable property established as of January 1, 2011, which reflects the Fiscal Year 2012 values:

Class	Value	Percentage
Residential	\$1,855,190,259	82.32
Commercial	\$ 292,314,166	12.97
Industrial	\$ 59,304,875	2.63
Personal Property	\$ 46,786,660	2.08
Total	\$2,253,595,960	100.00

The Board of Assessors completed the Department of Revenue's mandated *Interim Year Adjustment Report* (LA-15), for FY 2012 to comply with the reporting standards used during non-certification years. At the annual classification hearing, the Board of Selectmen voted a 5% levy shift between the residential class and the CIP (commercial, industrial, and personal property) classes. The average single-family assessment is now \$417,033. The residential tax rate is \$15.00 per thousand making the average single-family tax bill \$6255.50. The average commercial property value is \$800,450. The commercial tax rate is \$15.74 per thousand making the average commercial tax bill \$12,599.098. New Growth for the Town was \$302,043. The total budget amount to be raised was \$54,974,074.62 with the tax levy or amount to be raised through property taxes of \$34,098,759.62. An additional \$1,875,441 was raised from motor vehicle excise tax revenue.

The Board of Assessors granted a total of \$122,969.00 exemptions to qualified veteran, elderly, blind, and hardship applicants.

Fiscal 2012 also saw the Community Preservation Act (CPA) 3% surcharge collect a total of \$770,200.93 from taxpayers along with matching state funds of \$238,335.00. Exemptions for the CPA surtax totaled \$23,674.54 for the year.

The Board of Assessors continues with the collaborative effort with the Town Planner, Department of Public Works Superintendant, and the Computer Coordinator to update and improve the Town-wide Geographic Information System (GIS). GIS gives the Assessor's office and other departments the ability to help maintain, organize and analyze geographic based information.

The office staff includes the Principal Assessor Robert Cole, the Assessing Assistant Trish O'Kane, and Clerk Elaine Boidi.

The staff and the Board of Assessors are always available to answer valuation and assessment questions.

The Board of Assessors wishes to thank all Town officials, Departments, Boards and residents for their continued cooperation and also wish to thank Robert Brinkman and Noreen Bruce for their years of dedicated of service.

Respectfully submitted,
Board of Assessors
Paul J. Barresi, Chairman
Nancy C. Lyons, Assessor
Thomas Kokoliadis, Clerk



Portiuncula Chapel at Cardinal Cushing Center – Photograph courtesy of Mike Crosby

REPORT OF THE COMMUNITY ACCESS AND MEDIA COMMITTEE

The Hanover Community Access and Media Committee, created by action of the Annual Hanover Town Meeting, May 11, 2009, is responsible for providing public, educational, and governmental television services to the cable television subscribers of the Town of Hanover. The committee consists of seven members, one appointed by the School Committee, one appointed by the School Superintendent, two appointed by the Board of Selectmen, and three appointed by the Town Moderator. Appointments are for a one year term coinciding with the fiscal year. The Committee meets the second Thursday of each month at seven P.M. in the Hanover High School Multipurpose Room.

Members Elizabeth Driscoll and Brian Durkin were appointed by the Board of Selectmen; Richard Kelly, James Housley, and Leslie Molyneaux were appointed by the Moderator; Dr. Kristine Nash is the Superintendent's appointee; and Michael Cianciola was appointed by the School Committee. Jonathan Grabowski serves as an Associate Member. Michael Purdy, Director of Technology for Hanover Schools, serves as the part time Hanover Community Television Coordinator and Colleen Smith is the full time Cable Access Media Specialist, with day-to-day responsibility for HCTV operations.

The HCTV website (www.hanoverctv.org) was launched in early 2011. This site provides all HCTV forms and documents, up to date program schedule, calendar of events, and volunteer information. HCTV also launched a YouTube site, permitting online viewing of content. Along with the website and YouTube, HCTV also has a Facebook page and Twitter account that are updated regularly.

HCTV moved into its new studio facilities in the Multi Purpose Room at Hanover High School during the summer of 2011, and FY 2012 marked the first full year of operation in these facilities. HCTV broadcasts on Comcast channels 8, 9 and 22; and Verizon channels 36, 37, and 38. Channels are dedicated to government, education, and public broadcasts.

Editing stations are provided at each school, as well as stations for public use at John Curtis Library, the Hanover Senior Center, and at Hanover High School. Public information sessions have been and will continue to be held for those interested in producing programs or assisting at HCTV. Training workshops are also held periodically. Check the HCTV website for dates, or contact Colleen Smith, HCTV Media Specialist at csmith@hanoverschools.org.

HCTV holds memberships in the Alliance for Community Media and Mass Access, and the Media Specialist and Coordinator have attended conferences of these organizations to gain knowledge about programming and station management.

Leslie Molyneaux, Chair
Brian Durkin, Vice-Chair
Elizabeth Driscoll, Secretary
Michael Cianciola
James Housley
Richard Kelly
Dr. Kristine Nash
Jonathan Grabowski, Associate Member

Hanover Emergency Food Pantry Report

The Hanover Emergency Food Pantry has had 636 family visits. Lest that scare you too much: we are serving 130 families this year. There are many single people who come in as well as families throughout the Town who use our services. The average family is 3-4 people and each family received a gift certificate to Shaw's or Stop and Shop each time they came, as well as enough non-perishables to last for 5-7 days.

We are located at the First Baptist Church at the corner of Webster and Main Streets in North Hanover and are open to receive donations every Monday morning from 9:30 – 11:30 (except when there is a Monday Holiday or a Monday snow day, then we re open on Tuesday for stocking the shelves). Distribution is done on Wednesdays from 12:30 – 2:30 PM at the church.

The townspeople are the backbone of our pantry, and without them we would not be in business. The schools, the Boy and Girl Scouts, the Lions Club and the Tri-town Rotary are among our most regular supporters, as are the businesses which run food drives throughout the year. We are also grateful to the Postal Service for their ingathering in May; the First Baptist Church which has allowed us to use their building for so many years, and Shaw's Supermarket which furnishes us with milk crates in which to store our surplus food and runs regular food drives on our behalf.

Our most urgent needs are cereals, mac 'n cheese, rice and instant potatoes, canned meats, juices, pancake mixes, coffee in "one pound" cans, snacks for everyone, but especially children, toilet paper and paper towels.

Thanks to all who support our efforts.

Respectfully submitted,
Sally L. Boutin
Barbara Itz
Co-Chairs

REPORT OF THE ENERGY ADVISORY COMMITTEE
July 1, 2011 – June 30, 2012

The Energy Advisory Committee began the year providing the energy audits of the town buildings to the new facilities manager for review. The ‘Green Community’ grant awarded by the Department of Energy Resources partially funded the new facilities manager position to aid in moving the goals of the Energy Committee forward. The Town-wide Energy Audit Program included municipal buildings, street lighting and motor vehicles and was a baseline study providing insight regarding energy improvements that could save the Town money on energy costs. The energy improvement recommendations forthcoming from these audits could provide even greater savings over time.

The committee arranged presentations from companies concerning energy savings strategies and other recommendations such as installing a solar array over the area behind the transfer station. Also, in order to extend the evaluation of energy saving opportunities, our committee, arranged for a presentation from a company that would further evaluate the Energy Audit recommendations and assist with a plan to implement them. Due to the demands of opening the new high school these issues were not fully acted upon but we hope to move forward with them in the upcoming year.

Respectfully submitted,
Energy Advisory Committee

Linda Kakulski, Chairperson
Don Hirsch, Secretary
Nathan Murphy
Michael McGahan
Kevin Zygadio

HACKETT'S POND DAM STUDY COMMITTEE

The Hackett's Pond Dam Study Committee remains active. The engineering plans are being completed with the funds voted at Town Meeting. The Department of Public Works has provided the Study Committee with a set of plans and the work should begin in the Spring of 2013.

The Hackett's Pond Dam Study Committee is asking for Community Preservation Funds at this Town Meeting in 2013. The monies, if approved will provide:

1. Off road parking when the pond is used for recreational purposes.
2. There will be a new bridge constructed over the dam.
3. The Study Committee will work with the YMCA which has taken over the property from the Norwell Science Center.

The Study Committee has met several times during 2012. The Committee is anxious to see the project to completion and is hopeful that the Town will be in agreement to keep the Dam Study Committee to see the project to its end.

Respectfully,

Roger A. Leslie, Chair
David VanDuyn, Secretary
Peg Pacella
Anthony Manna
Derek Schipper

REPORT OF THE HANOVER HISTORICAL COMMISSION

for the period July 1, 2011 thru June 30, 2012

After declaring the Curtis School “preferably preserved” in June, 2011, the Commission set up an Ad-Hoc Committee to look into possible future uses and preservation plans for the building, which never came to fruition. A last ditch effort was made at Town Meeting in May, 2012 to obtain one more year to look into possibilities for the property, with a committee being appointed by the Moderator and reporting to him. However, this motion failed, and consequently Curtis School, standing since 1896, was slated for demolition.

The Hanover Center Cemetery Preservation Project got underway in the spring of 2012 after the Commission contracted with Monument Conservation Collaborative of Norfolk, Connecticut, to do the work. Work progressed well over the summer, with demonstrations being given to the public on Hanover Day. This project, funded by the Community Preservation Committee, will continue over the next year, with further CPC funding to be sought at the May, 2013 Town Meeting.

The Albert White Homestead Project at 645 Center Street is still in limbo, even though discussions were held with Habitat for Humanity in April, 2012. The Barn from this same property still resides in a storage trailer after having hopes raised this past year that it might be installed at the Stetson House, which did not happen for various reasons. The Commission now needs to find a property in Town on which to place this historic structure.

The Commission met with School Department representatives and architects regarding handicapped access plans for Sylvester School, which is located in the Hanover Center Historic District. After many months of refining these plans, the article was defeated at the 2012 Town Meeting.

In June 2012, the Commission met with Town Facilities Manager Bob Murray and Architect Paul Brown regarding restoration of the War Memorial Monuments at Town Hall and Sylvester School. The restorations are currently underway at both locations.

As always, the Commission reviews properties requesting tear downs under the Historic Preservation By-Law, and has worked with homeowners and businesses in an attempt to preserve the historic architectural heritage of Hanover.

Respectfully submitted,

Carol A. Franzosa, Chairman
Peter K. Johnson
Charles H. Minott
John S. Goldthwait
Catherine L. Duff

PLYMOUTH COUNTY COOPERATIVE EXTENSION
ANNUAL REPORT
July 1, 2011 - June 30, 2012

The role of Plymouth County Cooperative Extension is to deliver research-based information to Plymouth County residents through non-formal methods. The Plymouth County Extension staff work on behalf of Plymouth County residents, in concert with UMass Amherst faculty and Extension staff, and the United States Department of Agriculture, to provide valuable information in the program areas of '4-H Youth and Family Development'. The Extension System is supported by County, Federal and State funds, and operates under Federal and State laws and agreements. Local citizens, appointed by the Plymouth County Commissioners, serve as Plymouth County Cooperative Extension Trustees, directing the overall program. Volunteer advisory groups work with Extension staff on developing programs.

Cooperative Extension resources and programs for Plymouth County residents include: 4-H Science and Technology workshops in the areas of embryology and plant science; accredited overnight 4-H summer camps; 4-H animal science summer day-workshops; 4-H Life Skills Training, 4-H Community Service Projects, 4-H Public Speaking Training, 4-H Babysitting Program and 4-H partnerships with local farms and agricultural enterprises. New research findings are translated into practical applications and shared with residents and communities through workshops, lectures, conferences, office visits, phone calls, field demonstrations, radio, television, local libraries, technical assistance, and newspaper articles. Publications such as newsletters, booklets, and fact sheets bring information directly to those who need it. Additional information is delivered through UMass-Amherst Extension web access www.umassextension.org.

Members of the Plymouth County Extension Staff:

Molly Vollmer, Extension Educator, 4-H Youth and Family Development Program
Valerie Schell, 4-H Extension Educator, 4-H Youth and Family Development Program
Cathy Acampora, Administrative Assistant
4-H Program Assistant (vacant), 4-H Youth and Family Development Program

Board of Trustees:

John J. Burnett, Jr. Chairman – Whitman	Joseph A. Freitas – Plympton
Michael Connor - Bridgewater	Meghan Riley– Whitman
Jeff Chandler – Duxbury	Marjorie Mahoney, Hingham
John Dorgan - Brockton	Janice Strojny - Middleboro
Anthony O'Brien, Plymouth County Commissioner - Pembroke	

The Plymouth County Extension office is located at 266 High St., Hanson MA 02341 (781-293-3541; fax: 781-293-3916)

REPORT OF PLYMOUTH COUNTY MOSQUITO CONTROL PROJECT

The Commissioners of the Plymouth County Mosquito Control Project are pleased to submit the following report of our activities during 2012.

The Project is a special district created by the State Legislature in 1957, and is now composed of all Plymouth County towns, the City of Brockton, and the Town of Cohasset in Norfolk County. The Project is a regional response to a regional problem, and provides a way of organizing specialized equipment, specially trained employees, and mosquito control professionals into a single agency with a broad geographical area of responsibility.

As a result of a mild winter with little snow cover, the 2012 season began with a low water table and below average number of spring mosquitoes. Detection and treating larval mosquitoes was limited with the spring brood, because of the low water table, lack of larvae and budget constraints. The normal acreage aerial larviciding using the Project plane was reduced and ground larviciding was accomplished using B.t.i., an environmentally selective bacterial agent. Upon emergence of the spring brood of mosquitoes, ultra-low volume adulticiding began on June 8, 2012 and ended on September 21, 2012. The Project responded to 13,698 spray requests for service from residents. As part of our West Nile Virus control strategy a total of 59,935 catch basins were treated with larvicide in all of our towns to prevent West Nile Virus (WNV).

In response to the continued threat of mosquito borne diseases in the district, we increased our surveillance trapping and ground larviciding, and adult spraying in areas of concern to protect public health.

The first virus isolations identified in Plymouth County was on July 10, 2012 by the Massachusetts Department of Public Health, a *Coquillettidia perturbans*, a mammal biting species was found to have (EEE) Eastern Equine Encephalitis virus in the town of Carver. West Nile Virus (WNV) from a *Coquillettidia perturbans*, a mammal biting species was found in the town of Hanover on July 22, 2012.

The 2012 season had a total of 126 EEE positive pools (50 or less mosquitoes) isolates, and 30 WNV positive pools trapped in Plymouth County as follows:

WNV 30 positive pools

Cohasset	1	Middleborough	2
Halifax	1	Rochester	1
Hanover	2	Scituate	2
Hanson	3	West Bridgewater	12
Lakeville	2	Whitman	1

EEE 126 positive pools

Bridgewater	8	Kingston	7
Brockton	1	Lakeville	8
Carver	7	Mattapoisett	10
Duxbury	2	Middleborough	22
Halifax	9	Plympton	8
Hanover	1	West Bridgewater	38
Hanson	4	Whitman	1

Based on guidelines defined by the Massachusetts Department of Public Health's Vector Control Plan to Prevent WNV and EEE in Massachusetts, the season began with 24 Plymouth County towns at Low Risk Level and four towns at the Moderate Risk Level for WNV and EEE. The season ended with no Plymouth County towns at Low Level, 8 towns at the Moderate Level for WNV and EEE risk, 15 towns at high level WNV and EEE risk category and 5 towns at Critical WNV and EEE risk level category. Two aerial interventions were needed to effectively reduce human biting bridge vector mosquitoes as well as enzootic transmission of EEE. Governor Patrick announced aerial spraying would take place on July 20, 2012 in southeastern Massachusetts. Communities sprayed within the district included Lakeville, Bridgewater, Carver, East Bridgewater, Halifax, Hanson, Pembroke, Kingston, Plympton, Middleboro, Rochester and West Bridgewater to help prevent further spread of EEE infected mosquitoes. The second aerial spray was focused on the six towns around the Hockomock swamp to reduce amplification of the EEE virus including Bridgewater and West Bridgewater on August 13, 2012.

There were two human cases (outside the aerial spray zone) and 4 animal cases as a result of contracting EEEV and 1 WNV human case in Plymouth County.

The public health problem of EEE and WNV continues to ensure cooperation between the Plymouth County Mosquito Control Project, local Boards of Health and the Massachusetts Department of Public Health. In an effort to keep the public informed, EEE and WNV activity updates are regularly posted on The Plymouth County Mosquito Control Project website www.plymouthmosquito.org and the Massachusetts Department of Public Health website at www.state.ma.us/dph/wnv/wnv1.htm.

The figures specific to the Town of Hanover are given below. While mosquitoes do not respect town lines the information given below does provide a tally of the activities which have had the greatest impact on the health and comfort of Hanover residents.

Insecticide Application. 4,326 acres were treated using truck mounted sprayers for control of adult mosquitoes. More than one application was made to the same site if mosquitoes reinvaded the area. The first treatments were made in June and the last in September.

During the summer 2,813 catch basins were treated to prevent the emergence of *Culex pipiens*, a known mosquito vector in West Nile Virus transmission.

Our greatest effort has been targeted at mosquitoes in the larval stage, which can be found in woodland pools, swamps, marshes and other standing water areas. Inspectors continually gather data on these sites and treat with highly specific larvicides when immature mosquitoes are present. Last year a total of 60 inspections were made to catalogued breeding sites.

Water Management. During 2012 crews removed blockages, brush and other obstructions from 4,245 linear feet of ditches and streams to prevent overflows or stagnation that can result in mosquito breeding. This work, together with machine reclamation, is most often carried out in the fall and winter.

Finally, we have been tracking response time, which is the time between notice of a mosquito problem and response by one of our inspectors. The complaint response time in the Town of Hanover was less than three days with more than 1,130 complaints answered.

Mosquito Survey. Our surveillance showed that the dominant mosquitoes throughout the district were generally *Oc. canadensis* and *Coquillettidia perturbans*. In the Town of Hanover the three most common mosquitoes were *Cs. melanura*, *Cx. species* and *Ae. vexans*.

We encourage citizens or municipal officials to visit our website at www.plymouthmosquito.org or call our office for information about mosquitoes, mosquito-borne diseases, control practices, or any other matters of concern.

Anthony Texeira
Superintendent

Commissioners:
Carolyn Brennan, Chairman
Leighton F. Peck, Vice-Chairman/Secretary
Kimberly King
Michael F. Valenti
John Kenney

REPORT OF THE BOARD OF REGISTRARS

The Town of Hanover's population has remained steady for the last few years. As of July 1, 2011, the Town had 14,079 residents.

The breakdown of registered voters is as follows:

Precinct	Active	Non-Voter	Grand Total
1	2194	1146	3340
2	2362	1237	3599
3	2289	1185	3474
4	2274	1392	3666
Grand Total	9119	4960	14079

Two elections were held during the fiscal year. On March 6, 2012, the Presidential Primary was held at the new High School. On May 12, 2012, the Annual Town Election also took place at the High School.

The Board of Registrars accepted, with regret, the resignation of long time Registrar Carmine J. Salines. We are grateful for his many years of service to the Board, as well as to the Town.

The Annual Town Census is completed through this office. Each residence receives a census form through the mail and is urged to make any changes, additions, deletions, etc. to the form and return it to Town Hall **as soon as possible**. A "slot" in the front door (of Town Hall) is available to drop off. Please be advised that one **CANNOT REGISTER TO VOTE ON THE CENSUS FORM**. Voter registration can be done in the Town Clerk's office (lower level) Monday, Tuesday and Thursday 8 am – 4 pm. Wednesday 8 am – 8 pm, as well as Friday 8 am until noon. The Annual census is used for the Police and Fire Departments in case of an emergency in any home in Town.

Residents can call the Board of Registrars with questions about voting status or party designation at (781) 826-5000 ext. 1028.

Nancy J. Goldthwait, Chairman
Pamela D. Ferguson
Robert C. Shea/Town Clerk

REPORT OF THE HANOVER PUBLIC SCHOOLS

It is with great pleasure that I submit the annual report for the 2011-2012 school year for Hanover Public Schools. During last year the challenge remained the same as it has been for the past few years - to maintain equity and excellence despite dwindling financial resources. Given the complexity and the demands of providing all students with quality programs and services, Hanover education is at a crossroads and our challenge to prepare students to compete in a global world will be made even more difficult if level funded budgets continue.

2011 MCAS RESULTS

Our mission remains the same as last year - to consistently move more students into the Proficient and Advanced levels. The following highlights represent a snapshot of some of our success stories in raising the percentage of students scoring in the proficient and advanced categories:

- **Grade 3 Reading** **7% Increase**
- **Grade 3 Math** **3% Increase**
- **Grade 4 ELA** **6% Increase**
- **Grade 4 Math** **9% Increase**
- **Grade 6 Math** **4% Increase**
- **Grade 7 ELA** **3% Increase**
- **Grade 8 Math** **1% Increase**
- **Grade 8 Science/Technology** **3% Increase**
- **Grade 10 ELA** **2% Increase**
- **Grade 10 Math** **2% Increase**
- **Grade 10 Science/Technology** **4% Increase**

Grade and Subject	% Advanced/		% Proficient		%Needs Improvement		% Warning/ Failing	
	District	State	District	State	District	State	District	State
<u>GRADE 03 - READING</u>	27	15	55	46	15	30	3	9
<u>GRADE 03 - MATHEMATICS</u>	43	27	36	34	18	25	3	14
<u>GRADE 04 - ENGLISH LANGUAGE ARTS</u>	18	13	54	44	21	30	7	14
<u>GRADE 04 - MATHEMATICS</u>	18	16	43	35	31	36	8	12
<u>GRADE 05 - ENGLISH LANGUAGE ARTS</u>	17	17	53	44	27	28	3	11

<u>GRADE 05 - MATHEMATICS</u>	18	25	42	32	30	26	10	17
<u>GRADE 05 - SCIENCE AND TECHNOLOGY</u>	28	22	45	30	24	34	3	14
<u>GRADE 06 - ENGLISH LANGUAGE ARTS</u>	27	18	58	48	12	22	2	11
<u>GRADE 06 - MATHEMATICS</u>	36	27	38	33	19	24	6	16
<u>GRADE 07 - ENGLISH LANGUAGE ARTS</u>	10	15	75	56	12	21	3	7
<u>GRADE 07 - MATHEMATICS</u>	22	20	39	31	30	30	8	18
<u>GRADE 08 - ENGLISH LANGUAGE ARTS</u>	16	18	72	63	10	14	2	6
<u>GRADE 08 - MATHEMATICS</u>	25	22	32	30	31	28	13	19
<u>GRADE 08 - SCIENCE & TECHNOLOGY</u>	7	5	52	38	35	38	6	20
<u>GRADE 10 - ENGLISH LANGUAGE ARTS</u>	49	37	48	51	3	9	0	3
<u>GRADE 10 - MATHEMATICS</u>	51	50	38	28	9	15	2	7
<u>GRADE 10 – SCIENCE & TECHNOLOGY</u>	51	50	38	28	9	15	2	7

SCHOOLS TECHNOLOGY OVERVIEW

With the move from the old high school to the new, we have finally been able to transition our technology systems so that they flow from the new High School building located at 287 Cedar Street to Cedar Elementary School, Center Elementary School, Sylvester Elementary School, and the Middle School. First of all, Crash Plan Pro, a management system (hardware and software) was implemented and this allows the Technology Department to back up all school district servers off-site. Therefore, if there ever were a disaster at one location, digital files would not be lost.

Media Master is another high school based system that will be migrated to the rest of the district this year. Media Master is a network-based video distribution system that allows us to broadcast

all video loaded on the servers to any location. Media Master comes with DirecTV giving us over 100 channels of HD content. The system will also allow us (with some additional equipment) to push video out to our other schools.

One of the most significant behind-the-scenes changes is from a little program called "Munki." This software pushes out application updates to any or all micro-man-aged computers whether or not the computer is being used in the background. The big thing: We can distribute computer updates from the high school to all the other schools in the district.

Technology has also activated the Filemaker Pro Advanced server and created a web-based interface that will allow us to enter data and query our inventory from any Internet-connected computer and have installed an asset tag management system at HHS that is in the process of being pushed out to the other schools. From this point on, there will be a consistent method of tagging and "inventorying" all Hanover Public School's hardware.

Although our former library automation system was adequate, the implementation of Alexandria at all district schools gives us a modern, user-friendly system that allows students to do upper-level research and bibliographies while saving everything on-line.

HANOVER HIGH SCHOOL TECHNOLOGY

- ❖ Internet Filter: Installed state-of-the-art Sonic Wall Firewall
- ❖ Computers: Installed over 350 computers
- ❖ Library Labs: Designed two computer labs for teacher use
- ❖ Communications Lab: Installed Final Cut Pro server for video production
- ❖ Teacher Laptops: Deployed Apple Mac Books to all teachers and administrators
- ❖ Wireless Network: Set up complete coverage of building using AeroHive AccessPoints
- ❖ Interactive Whiteboards: Installed Polyvision ēno flex interactive boards in every learning center
- ❖ Foreign Language Labs: Implemented DiLL: The Digital Language Learning Labin order to create four interactive foreign Langdale lab
- ❖ Software: Upgraded AutoCAD and Solid Works to 2012 versions in fabrication lab upgraded Geometer's Sketch Pad and Fathom to 2012 versions; added MATLAB for numerical computing; added Typing Pal On-line
- ❖ Video Distribution: Installed Media Master to broadcast video to all computers and projectors over the network

CEDAR ELEMENTARY SCHOOL TECHNOLOGY

- ❖ Server: Replaced server and upgraded storage capacity
- ❖ Printers: Added two monochrome printers to the network
- ❖ Internet Filter: Replaced Internet filter for increased network speed
- ❖ Alexandria: Replaced the library automation system with the cutting-edge, web-based Alexandria system from COMPanion
- ❖ Interactive Whiteboard: Added Smart Board to library and another Polyvision ēno
- ❖ Smart Carts: Finished "Smart Cart" install for all rooms
- ❖ Software: Purchased web-based typing program for the district, Typing Pal On-line

HANOVER MIDDLE SCHOOL TECHNOLOGY

- ❖ Switches: Replaced 10/100 MB switches in data closets and classrooms with 1,000 MB (gigabit) switches allowing for faster data transmission
- ❖ Switches: Replacing all classroom switches with 1,000 MB switches (December completion date)
- ❖ Alexandria: Replaced the library automation system with the cutting-edge, web-based Alexandria system from COMPanion
- ❖ Interactive Whiteboard: Added two PolyVision interactive boards
- ❖ Typing Software: Purchased web-based typing program for the district, Typing Pal On-line

CENTER ELEMENTARY SCHOOL TECHNOLOGY

- ❖ Printers: Added two monochrome printer to the network
- ❖ Software: Purchased web-based typing program for the district, Typing Pal On-line
- ❖ Alexandria: Replaced the library automation system with the cutting-edge, web-based Alexandria system from COMPanion
- ❖ Classroom Computers: Added one 27" iMac (cable-funded) for cable broadcast production
- ❖ Smart Carts: Finished "Smart Cart" install for all rooms

SYLVESTER ELEMENTARY SCHOOL TECHNOLOGY

- ❖ Printers: Added one monochrome printer to the network
- ❖ Internet Filter: Replaced Internet filter for increased network speed
- ❖ Interactive Whiteboard: Installed one Smart Board and projector in the computer lab
- ❖ Smart Carts: Finished "Smart Cart" install for all rooms
- ❖ Software: Purchased web-based typing program for the district, Typing Pal On-line

CENTER AND SYLVESTER SCHOOLS

The enrollment at Center/Sylvester School decreased by 31 students for the 2011-2012 academic year and the biggest enrollment increase was in Grades 1 and 2. New employees included Art Teacher, Michael File, Special Education Teacher, Grade 2 classroom teacher, and Assistant Principal, Emily Baird. Due to budget reductions or retirements the following transfers occurred; included Julie Bradford, Special Education Teacher, Michelle Sullivan, Physical Education Teacher, and Shelly Grabowski, School Secretary. Each year the Plymouth County Teacher's Association recognizes teachers and those who make a difference in public education. In 2012, The PCEA presented awards to teachers Sarah Flavell, Pattie Kinasewich, Christa Monahan, Pat Peters, and Jessica Vaughan. The elementary teachers focused their professional work on the completion of common core alignment in ELA and Mathematics. A subcommittee of teachers and administrators (Donna Wilson, Julie Phelan, Christine Rondano, Elizabeth Polansky, and Jane DeGrenier) worked collaboratively with Cedar School over 18 months to develop a new standards-based report card to be implemented in the 2012-2013 school year. Teachers continued their focus on mathematics for increasing time on learning in math. Further training in using data meetings to look at the reading scores for all students was a focus in grades K-4. A focus on building a school committee that includes all students and their families was an integral part of the school year in working with the PTA. Events like Dad's serve the pizza night, Reading celebrations, Community meetings, Sports Day, Polar Express, Snow Bowl, and

Red Sox Opening Day are examples of events that bring students, staff, and families together. We wish to acknowledge the students in grade 4 who rehearsed and recorded “Put a Little Love in Your Heart” as part of the Governor’s “blackout bullying” campaign.

CEDAR SCHOOL

Enrollment at Cedar School as of October 1, 2011, was 456; this is consistent with the October 1st enrollment from 2010. We increased in enrollment during the year; our ending enrollment in June was 463.

We had some staff changes due to retirements, transfers and new hires. Beth Weiner joined us as a .5 Special Education Teacher, Jayla Hampton, Christina Zrinzo, Christine Dargon-Bowen and Lee Daoulas joined us as ABA Tutors. Jackie Powers joined our cafeteria staff as a cashier. Julie Bradford, Special Education Teacher transferred to Sylvester. Stacey DeCotis, Classroom Teacher transferred to the Middle School and Anne Judge, Head Cook transferred to the Middle School. Jamie Edgerly came to us from the High School as a Paraprofessional; Maureen Atchison joined us from Center School as our Head Cook and Lisa Quilty came to us from Center School as our Kindergarten Paraprofessional. Retiring from Cedar School was Holly Leach and Beverly Gilmartin.

In an effort to improve communication both with parents and staff, the Cedar School Saturday Message was developed. This message goes out via our Connect Ed Automated Messaging System every Saturday; it includes a summary of the week, upcoming events, gentle reminders etc.

Our “Family Gathering” continues on the last Friday of every month. This monthly event allows the “Cedar Family” to come together and celebrate our many successes. Students are recognized for Good Citizenship, Good Manners and Service to the School. Teachers and Staff are recognized for their contributions to the school.

Each year Office Max recognizes and honors one of our teachers. Mindy Anderson a 2nd Teacher was the recipient of the “A Day Made Better Award” in October 2011.

The Cedar School Behavior Pyramid was implemented to ensure that common language regarding student behavior expectations is used throughout the building with all students. The expectations are written in a manner that is easily understood, the categories addressed are Caring, Respect, Responsibility and Self-Control. This has proven to be an effective way to communicate with the students regarding their behavior and it can easily be carried over into the home.

Our Student Council under the supervision of Elizabeth Downs continues to be a valuable contribution to the school. The Student Council plans many activities throughout the year. They effectively planned monthly spirit / theme days that were in conjunction with our Family Gatherings: Red Sox Day, Patriot’s Day, Color Day, Neon Day and Crazy hat Day just to name a few. They also sponsored school-wide charitable and community service events such as Pennies for Patients, Recycling and Food Drives.

The Cedar School PTA continues to be a strong supporter of the school. The PTA sponsored many events throughout the year: Seussical The Musical, Family Fun Fest, 4th Grade Prime Time, 4th Grade Farewell, Field Trips, In –School Programs, Polar Express and Science fair to name just a few.

Each year the Plymouth County Teacher’s Association recognizes teachers and others staff members who make a difference in public education. In 2012, the PCEA presented awards to:

- Holly Leach Honoring her Retirement
- Nancy Moore for 30 Years of Service
- Kim Richardson for Professional Service
- Service Awards were also given to:
 - Karen McDonough
 - Joan McVey
 - Marcia Tucker
 - Lisa Quilty
 - Carol Rodday
 - Kristen Gokey

Congratulations to all those recognized for their outstanding contributions.

We had 55 students recognized at the Hanover Public Schools District Awards Ceremony in May.

- Niamh Joyce – School Winner for Scripps Spelling Bee
- Jessica Knight – 1st Runner up for Scripps Spelling Bee
- Andrew Cass – 2nd Runner Up for Scripps Spelling Bee
- Nicholas Colaw and Daniel Butka for Perfect MCAS Score in Grade 3 Math
- Jacob Mathieson and Niamh Joyce for Perfect Attendance
- 26 students were recognized for participating in the Full Circle Art Show
- 10 students were recognized for participation in the 55th Annual Second Parish Art Show
- 12 students were recognized for serving on the Cedar School Student Council

Our primary Professional Development focus for the 2011- 2012 school year was curriculum. We worked with Center / Sylvester to create common curriculum and common assessments across the district. Under the direction of Susan Kustka, representatives from both schools worked on developing a new Standards Based Report Card that will be implemented during the 2012- 2013 school year.

A quick overview of Cedar MCAS for 2011:

Grade 3 ELA – 20% of our students scored Advanced; 57% scored Proficient

Grade 3 Mathematics – 10% of our students scored Advanced; 67% scored proficient

Grade 4 ELA – 9% of our students scored Advanced; 59% scored Proficient

Grade 4 Mathematics – 15% of our students scored Advanced; 37% scored Proficient

HANOVER MIDDLE SCHOOL

The breakdown of the enrollment for the past year was as follows: Fifth Grade- 224 students, Sixth Grade – 232 students; Seventh Grade – 234 students, and Eighth Grade- 226 students for a total of 916 students. The Middle School welcomed the following new hires: Jannell Pearson, Assistant Principal, Rosina Buccaineri Special Education Teacher, Dawn Freeland Special Education Teacher, Zuzanna Fedus-Kosky Speech and Language Assistant, Christina MacVicar-Welch ABA Tutor, and Kathleen Stack ABA Tutor.

The main goals of professional development were to continue to electronically document the curriculum using Curriculum Mapper and make adjustments to meet the common core requirements. Two notable Curriculum changes involved combining Physical Education and Health into Wellness and we have begun planning the curriculum changes for the Common Core.

The following students received recognition in the awards they received: NELMS Awards - Brendan Connolly and Annika Rowland, David M. Walsh Science Award - Dante Nicotera, Fredrick Doll Award - Ryan O’Sullivan, Joy Tucker Award for Kindness, Positive Work Ethic, Responsibility, Service to Others - Sarah Ryan, Philip J. O’Neil Citizenship Award - Erin Jenkins. The following students were recognized as Spelling Bee Winners: First Place Owen Durkin Grade 7, Second Place - Andrea Bilton Grade 8, and Third Place - Ayslin Trankels Grade 7.

The Middle School continued to host many special events often held to raise funds or gifts for charities. Those held last year were the following: Harvest Fest, Turkey Trot, Toys for Tots, and Harvest Jam. Other special events held at the Middle School were the following: Band and Chorus concerts, Performance Troupe shows, Blood Drive in memory of Matthew Westfield, and the Monthly Assistant Principal’s Breakfast.

Finally, Middle school students continue to participate in curriculum – based field trips that extend and enhance students’ learning beyond the classroom walls. Some examples of those annual events were the following: fifth grade overnight at the Science Museum, sixth grade Camp Squanto, and musical performance at Six Flags.

HANOVER HIGH SCHOOL

The new Hanover High School opened its doors to 745 students on the first day of school. We are pleased to have large open spaces, new and exciting technology, larger classrooms, and state of the art science labs. Our Grand Opening event was held on Sunday, September 18, 2011. At that time we unveiled the new auditorium as The Robert J Nyman Memorial Auditorium. We had many firsts throughout the school year. We enjoyed our inaugural concert in October and our first Drama production, “A Midsummer Night’s Dream” later in the winter. Our centrally located cafeteria provides a wonderful new community meeting space for students. The HHS Library and Media Center added 3000 new titles to the collection through generosity of the School Building Committee.

The school year at Hanover High School was highlighted by student achievement in all areas, including academics, the arts, athletics and activities. One hundred and sixty students in grades 10, 11 and 12 took 251 Advanced Placement examinations. This is an increase of 24 students and 41 exams over the prior year. Ninety-nine percent of the junior class passed the Math MCAS on their first attempt in the spring of 2011 with 87% scoring advanced and proficient. Ninety-nine percent of the junior class passed the English/Language Arts MCAS with 95% scoring Advanced or Proficient. Now in its 4rd year, 99% of the freshman passed the Biology MCAS on their first attempt with 84% scoring advanced or proficient. Emma Stone, grade 10, earned a perfect score on the MCAS in Biology. Kelly Geddes and Andrew Pensoneault, grade 11, earned perfect scores on the MCAS in Mathematics.

Three students participated in Girls' State and Boys' State 2012 respectively: Shestin Thomson, Erik Jenkins, and Christopher Toohey. Christopher Greeley won first place in Hanover High School's Science Fair in February 2012. Brett Powers took second place and Matthew Martin took third. Shestin Thomson took 3rd place at the Regional Science Fair held at Bridgewater State University while Maya Collins received an Honorable Mention. At the State Science Fair, Chris Greeley and Shestin Thomson received an Honorable Mention and also received recognition from the Navy for her engineering project. Five students were recognized by the Boston Globe Scholastic Art Awards. John Bubar earned a gold key. Marina Goba earned a gold key and a National Gold Key. Julie Kearns received a gold key, silver key, and an honorable mention. Olivia Merten received a silver key and an honorable mention. Micaela Nee earned an honorable mention. The winner of the Annual Lions Club Speech Contest for 2011-2012 was Erik Jenkins.

CURRICULUM AND PROGRAMS

Humanities

The Senior Humanities Course is a new program begun in September, 2011. All seniors not enrolled in AP English Literature are required to take this course as a graduation requirement. Central to the course is the completion of a senior project during fourth term. Students have the opportunity to choose a topic and to design a project that will fit their personal interests and needs. Central to the course during fourth term, Students are expected to submit a detailed project proposal responding formally to the following categories:

- A. Project/Product Description
- B. Learning Challenge
- C. Evidence of Work Beyond the Classroom
- D. Future Goals and Career Pathway
 - Arts and Communication
 - Business Finance and Operation
 - Business Marketing and Management
 - Science and Engineering
 - Social and Health Services
 - Technology, Trades and Manufacturing
- E. Project Criteria
 - Academic Challenge
 - Community Service
 - Career
 - Personal Exploration

Included in the project proposal students must make a community contact. Students are expected to connect and to collaborate with a member of the community who could serve as an authority on their topics. These contacts will provide guidance and support beyond the classroom. During the second phase of the proposal, students are expected to submit a second detailed project proposal. This proposal is developed in conversation with their community contacts and responds to the following categories:

- A. Project/Product Description
- B. Action Plan: Steps must be specific and measurable
- C. Grading Guide: Create a criteria for success for your product
- D. Research Focus: Essential questions to be explored

Research: Students are required to research their topics and their projects. They are expected to document and submit all findings and present their findings. The final product includes a presentation, final portfolio, and reflection paper.

The course is described as follows:

A bridge between high school and undergraduate/career pursuits, the Senior Humanities Seminar offers students an opportunity to refine and to evidence essential skills, knowledge, and literacies associated with either academic, communal, career, and/or personal interests as they relate to the innovations of the 21st century. While grounded in the fundamental skills of reading, writing, and effective communication, the course advances students through core studies and 21st century themes into an array of potential real-world applications. As the course is offered through the Humanities, students can expect to engage various world literatures and film, explore modern social, civic, and political movements, and investigate the nuances of journalism in terms of information, media, and technology. In step with these skills and subjects, students are encouraged to explore their own future goals and career pathways. These personalized efforts culminate in the development of a project that is planned, prepared, and presented in close association with teacher and community involvement.

With a focus on the skills and academics of the Humanities, students not only engage reading, writing, and communication on a senior level, but also they have the opportunity to experience a Humanities Curriculum with a deliberate interweaving of interdisciplinary themes such as global awareness and civic literacy. In connection with these core subjects and themes, the project component requires students to employ learning and innovation skills, to think critically and problem solve, and to communicate and collaborate with others. Overall, students must refine and develop essential life and career skills such as adaptability, initiative, and self-direction. Students will be productive, accountable, and responsible for their own interests and the interests of others. Although there are several objectives to the course, a central objective reads as follows: To create a senior humanities experience with a strong focus on the development of college and career readiness. Utilizing the expertise of teachers from both the English and Social Studies departments, we collapsed many of our senior electives into a single course wherein the content and skills of this course are dictated and driven by 21st Century student outcomes.

ELA TEXTBOOK ADOPTION

The English department recently adopted resource materials in an effort to align its curriculum with the several standards associated with the Common Core for Language Arts. Given the Common Core's increased focus on the range, quality, and complexity of student reading and

writing, the English department has already begun to modify and to improve its curriculum utilizing these newly adopted resources.

Using the Norton Reader: An Anthology of Nonfiction, for example, our English department has begun extensive work on each of the following goals:

- (1) To designate appropriate nonfiction texts for each grade level in order to explicitly teach the certain modes of writing and the three major text types required by the Common Core: specifically “argument,” “explanatory writing,” and “narrative composition.”
- (2) To develop a plan for the production and distribution of student writing through grades 9-12.
- (3) To develop research projects for students to build and present knowledge through grades 9-12.

The supplemental text: “They Say/I Say”: The Moves That Matter in Academic Writing is being used to augment the explicit teaching of argument and persuasive writing across all grade levels. The new standards, it should be noted, place particular emphasis on “Argument Literacy.” We rounded out our adoption with the purchase of the Prestwick House digital vocabulary, reading, and writing program designed to increase skills associated with the SAT and overall college readiness. The implementation of this product across grade levels thoroughly addresses the standards for reading and the standards for language as outlined in the Common Core.

PEACEBUILDERS

In 2010, Hanover High School developed its District Bullying Action Plan, with one item focusing on an anti-bullying curriculum that could be implemented at the secondary level. During the 2011-12 school year, steps were taken to introduce the PeaceBuilders program to the staff and students at Hanover High School. An initial group of guidance counselors and Physical Education teachers were trained in the program, later forming a PeaceBuilder Task Force which met regularly to inform the entire staff and student population of the program and its principles. During the 2011-12 school year the following was initiated:

- ❖ Initial training from PeaceBuilders representatives for Guidance and PE. Additional teachers were present for a portion of the training.
- ❖ Development of PeaceBuilders Task Force
- ❖ Interactive presentation from Task Force to entire faculty about PeaceBuilders, its components, and the benefits of the program.
- ❖ Monthly “PeaceBuilders challenges” that asked staff to implement elements of PB into their daily routines.
 - Praise notes
 - Proper greetings
 - Positive phone calls
- ❖ Spring meeting with student representation to launch ideas for 2012-13
- ❖ Implementation of elements of PB curriculum in Physical Education classes
- ❖ Publicizing PeaceBuilders through posters and bulletin boards
- ❖ Daily PeaceBuilders pledge as part of morning announcements

ACTIVITIES

A Midsummer Night's Dream was the first performance at the new Robert J. Nyman auditorium. The decision to stage this particular play was two-fold: one, we wanted to christen the new auditorium with a play by the greatest writer the English language has: William Shakespeare; two, we knew we had an amazingly talented ensemble of actors ready and willing to bring this amazing play to life. The play was double cast and ran four performances. It was deemed a great success by all who saw it!

In August, the Band held their 34th Annual weeklong Band Camp at Camp Wind in the Pines. In addition to performing at all “home” football games and at the Thanksgiving Day game, the Hanover High School Marching Band performed in many other events throughout the year. The Pride of Hanover marched in several town parades, including the annual Halloween Parade organized by the Hanover Women’s Club, and the annual Memorial Day Parade in May. The Pride of Hanover also performed for the Christmas tree lighting ceremony at the John Curtis Library. Outside of town, the Marching Band represented Hanover with pride in several holiday parades, including the Taunton Christmas Parade and the Quincy Christmas Parade (in which the Marching Band Placed 2nd Overall in Division III, and with a score of 90+, earned Overall 3rd Place Champion of the Parade). Band members from Hanover also joined students from all across the northeast at UMass Band Day hosted by the UMass Minuteman Marching Band. After rehearsal with college band directors and band members, 3,000+ high school band members contributed to a tremendous half time show performance.

The instrumental program also put on three formal concerts showcasing the Concert Band, Jazz Ensemble, Jazz Lab Band, Percussion Ensemble, and various student-organized and student-run chamber groups. The December Concert featured Guest Conductor, and former HHS Band Director, Barton Heefner, whom was delighted to work with the HHS Band once again. The March Concert was in collaboration with the Concert Chorus, VOX and the Corporation to present the festival competition pieces to the public, and the May Concert is always a fun way to end the year with pops repertoire.

Back by popular demand, the jazz program hosted the 2nd Annual Swing Dance at the American Legion in Hanover. Friends, family and community members learned how to swing dance from a fantastic dance instructor, and then danced the night away to authentic swing music performed live by Hanover music students. The swing dance was another well-attended hit, and the 3rd Annual Swing Dance is planned for February, 2013.

The choral program also put on four concerts at HHS. The October Concert was well attended, and the December Concert was a success, concluding with all the HHS Choirs singing the Hallelujah Chorus by Handel and an audience sing-a-long. The March Concert was in collaboration with the Concert Band and Jazz Ensemble to present the festival competition pieces to the public, and the May Pops Concert was an excellent celebration of the year to say goodbye to the graduating seniors.

For the sixth year, VOX was invited by the Hanover Council on Aging to perform at their Monthly Tea at the beginning of December and provided community outreach to provide holiday cheer to cancer patients at Dana Farber Cancer Institute and Brigham and Women’s Hospital.

The members of the HHS Choral Program did their annual Christmas Caroling Fundraiser. Many of the caroling events occurred at local nursing homes and adult care centers. The students of the HHS Music Department participated in the annual Hanover Parent's Music Club Fundraiser at the end of January.

The Music Program had six students – Jaime Savage, Skye Howard, Emily Bartone, Lindsay Glover, Victoria Peterson, and Hayley Ardizzoni – accepted to the Southeast District Junior Festival in March 2012, and twelve students – Rebecca Plahn, Abigail Adams, Hannah Meallo, Benjamin Hyland, Paul Barrett, Myles Sweeney, Freeman Dong, Kayla Savage, Kayla McDermott, Jessica Kenney, Kendra Cameron, Saba Hussain- accepted to the Southeastern District Senior Festival in January 2012.

Of the students accepted into the Southeast District Senior Festival, an unprecedented five Hanover students – Kayla McDermott, Jessica Kenney, Kendra Cameron, Myles Sweeney, and Benjamin Hyland – were accepted into the MMEA All-State Music Festival, which culminated in a performance at Symphony Hall in Boston.

The Music Program also had an unprecedented twenty-three students – Abigail Adams, Nicole Soldano, Nicole Smigliani, Kendra Cameron, Jessica Kenney, Alexandra Conforto, Benjamin Hyland, Paul Barrett, Kevin Graney, James Burke, Brendan Hoar, Myles Sweeney, Nicolas Damasio, Freeman Dong, Tyler Cheo, Alexander Sennett, Robert McDermott, Peter Kelly, Brian Meehan, James Calabro, Maureen McIver, Elizabeth Abbott- accepted in to the Senior SEMSBA Festival. The Music Program also had five students – Victoria Peterson, Abigail Kirby, Skye Howard, Jaime Savage, and Johanna Guimond – accepted to the Junior SEMSBA Festival in May 2012.

The HHS Music Department proudly hosted the 2012 Senior SEMSBA Music Festival on March 16-17. The Festival Concert Band, Orchestra, and Chorus were comprised of over 300 students from more than 30 schools from all over Southeastern Massachusetts. The event organization and planning done by HHS Music faculty combined with the hard work of many Hanover music student and parent volunteers resulted in one of the smoothest running SEMSBA festivals in recent memory, as well as increased awareness of the great musical activities happening in the Hanover Public Schools.

The HHS Music Department hosted their sixth annual Student Artists' Recital in February 2012. This recital featured the members of the Honors Concert Band and the Honors Concert Chorus, performing solos, duets and chamber ensembles in a recital setting. The Concert Band, VOX, The Corporation, The Mad-Jazz Choir, and the Concert Chorus participated in MICCA (Massachusetts Instrumental and Choral Conductor's Association) at the beginning of April. Concert Band was awarded a bronze medal rating, and the Concert Chorus, The Corporation, and the Mad-Jazz Choir were awarded a silver medal rating. VOX was awarded a gold medal rating and also performed in the Stars at the Symphony Concert for MICCA in Symphony Hall, Boston, MA. The Jazz Ensemble participated in the annual MAJE (Massachusetts Association of Jazz Educators) Cape Cod District Festival. The Jazz Ensemble was awarded a silver medal rating. The HHS Jazz Ensemble participated in the Bridgewater State University Jazz Festival for the first time, at which students received valuable feedback from professional adjudicators in

addition to attending an interactive workshop on jazz history. The Jazz Ensemble also traveled up to the University of New Hampshire for the annual Clark Terry Jazz Festival, where both the Jazz Combo and the Jazz Ensemble performed in an adjudicated festival. In Hanover's first appearance in the festival comprised of over 60 ensembles from across New England, the Jazz Ensemble earned the Outstanding Band Award for Class B (schools with enrollment <1,200 students) Bands.

The Choral Music Program was awarded a grant by the Hanover Local Cultural Council to help support the musical endeavors of the Corporation and the Mad-Jazz Choir. The Hanover COA also invited The Corporation, our men's a cappella group, and The Mad-Jazz Choir to sing at their monthly tea in May.

The department started to wind down their busy year with their annual Music Banquet at the end of May at HHS. This event celebrated the many accomplishments of the students and the music department during the year. During this dinner, students were also given awards and scholarships for college and summer music study. In June, the Music Department finished its busy performance schedule. On June 4, Concert Band, VOX, and Concert Chorus performed at the HHS Graduation ceremony on the new football field.

SPORTS

Fall:

- ❖ Boys Soccer: 13-4-3 overall, First Place Fisher Division for the 8th year in a row
- ❖ Girls Soccer Qualified for the State Tournament for the 23rd year in a row and finished runner-up Fisher Division
- ❖ Golf finished season with 12-3 overall record. Golfer Jake Hardy was selected Patriot league All-Star, Sportsmanship Award Fisher Division, Patriot Ledger All-Scholastic, and finished 3rd place in State individuals
- ❖ Volleyball qualified for the State Tournament

Winter:

- ❖ Girls Ice Hockey co-operative team with Cohasset competed as a varsity sport.
- ❖ Swim/Dive Team: Girls 9-2 overall
- ❖ Nikki Delorey was 11th in Diving and Emma Nagle was 22nd in fly and 21st in Backstroke
- ❖ Chris Randall selected for the Hoby Baker High School Award for Boys Ice Hockey

Spring:

- ❖ Softball finished the season at 13-7, 2nd place of the Patriot League and qualified for the State Tournament
- ❖ Boys tennis finished with a record 10-5 overall with a 6-2 record finishing second place the Fisher Division. The team advanced to the second round of state team tournament losing to Martha's Vineyard, the eventual state champs
- ❖ Boy's lacrosse advanced to the MIAA East Division 3 Semi-Finals losing to Dover-Sherborn the eventual state champs by one goal

- ❖ Hanover's Elizabeth Dowling won the long jump at 17-8, and was fourth in both, the 100 (13.16) and triple jump (34-7.5). She tallied 20 of the Indians' 24 points in their eighth-place finish
- ❖ For the Hanover boys, Brian Wheeler was fourth in the 100 (11.64)

STUDENT RECOGNITION

Over 85 undergraduate awards were presented to students in grades 9, 10 & 11 during our annual Undergraduate Award Ceremony, which was held on June 18, 2012. These awards include the following book/merit awards provided by colleges:

- ❖ Dartmouth College Book Award – Kelly Geddes
- ❖ Smith College Book Award – Catherine Morse
- ❖ Stonehill College Book Award – Elizabeth Golden
- ❖ The College of the Holy Cross Book Award – Janet Taylor
- ❖ Bryant University Book Award – Christopher Toohey
- ❖ US Army Scholar-Athlete Award – Rachael Lawrence, Henry Foster
- ❖ St. Michael's Book Award – Jessica Kosak, Andrew Pensoneault
- ❖ Russell Sage Merit Award – Melanie Campbell, Mikaela Nelson
- ❖ Lemoyne College Heights Merit Award – Shestin Thomson
- ❖ Elmire College Key Awards: Kevin Chase, Kaylee Locke
- ❖ Rensselaer Polytechnic Institute Medal – Jefferson Tran
- ❖ Suffolk University Book Award – Nora Ghostlaw
- ❖ New College of Florida Math and Science Award – Lindsay Tomasetti, Alexa Wilder
- ❖ St. Anselm College Book Award – Celina Killilea
- ❖ George Washington University Book Award – Talia Flamos

SENIOR ACTIVITIES

As the year drew to a close, senior activities swung into full year. The senior prom was held at the Venezia in Boston. Over 200 students attended the prom, with about the same number attending the junior prom, which was held in March at the Pembroke Country Club. The annual Senior Banquet was held at the Black Rock Country Club during the evening of Tuesday, June 5, 2012.

GRADUATION

Departmental awards were presented to the Class of 2012 graduates during our Senior Awards Ceremony on the morning of June 4, 2012. Graduation exercises were held on the beautiful new Hanover High School turf football field under a cloudless blue sky. One hundred sixty five students received diplomas. Senior class president Amanda Parry welcomed the audience, while Brendan Stone delivered the valedictory speech and Aaron Hoffman delivered the salutatory speech. Bryana Koch, president of the Class of 2013, accepted the class gift from Angela Wheeler, Treasurer. Dr. Stephanie Gertz, Chairperson of the School Committee, presented the diplomas with the assistance of Dr. Kristine E. Nash, Superintendent of Schools. During the senior awards ceremony held on June 4, 2012, the Class of 2012, was awarded over \$88,000 in local Hanover monies.

In conclusion, Hanover Public Schools continues to work toward providing equity and excellence to all students in its mission of *“guiding every student to thrive in a global economy.”*

Submitted by the Hanover School Committee

Lester Hayward, Chairperson
Stephanie Gertz, Vice-Chairperson
Kevin Bradley, Secretary
Michael Cianciola
Elizabeth Corbo



Fall Sunset – First Congregational Church – Photograph courtesy of Amy R. Crosby

SOUTH SHORE REGIONAL SCHOOL DISTRICT

HANOVER TOWN REPORT

The South Shore School District is represented by eight appointed School Committee members from each town.

Adele Leonard – Abington

Kenneth Thayer, Vice Chairman – Cohasset

Robert Heywood – Hanover

Christopher Amico – Hanson

Robert Molla – Norwell

Gerald Blake – Rockland

John Manning, Chairman – Scituate

Daniel Salvucci – Whitman

During the 2012 year, the students of South Shore Vocational Technical High School continue to prosper as productive citizens in their community upon graduation. Over the past fifty years, South Shore students have been known for their technical skills and strong work ethic. As changing economic demands continue to be placed before our students, it is the duty of South Shore to provide the best possible vocational education.

On June 8, 2012, 23 graduates from Hanover received diplomas and vocational certificates at graduation ceremonies held at the South Shore Music Circus. The following students graduated:

Joshua Affsa

Courtney Campitelli

Ryan Dern

Joseph Ellard

Andrew Hall

Anthony MacDonald

Ian Rose

Jenifer Valeske

Michael Bell

Matthew Conrad

Eric Dewey

Timothy Gardner

Patrick Hoar

Joleen McNamara

Anthony Slowey

Michael Young

Hannah Brooks

Alexander Crawford

Jonathan Dickinson

Sean Gilmartin

Paul License

Mark Picardi

Matthew Terenzi

In October 2012, the following members of the Class of 2013 from Hanover were awarded the John and Abigail Adams Scholarship:

Connor Ashburn

Miranda Keyes

Robert Balchunas

Jessica Scott

Theodore DeSimone

In 2012 we saw the retirements of our school nurse, Suzanne Thompson, as well as several teachers including Drafting teacher Ralph Guerra, Culinary teacher Vincent Carestia, and Special Education Coordinator Maureen Francis. We have moved Deborah Collins to the position of Director of Vocational Education, Ellen Witter-Harrington is now our Director of Special Education, Colette Worrall is our new school nurse, and we have added a new HR Coordinator position filled by Holly Ditchfield.

In November 2012, SSVT was proud to assist the Hanover Emergency Response Team (consisting of police, fire and DPW personnel) by providing a staging area during Hurricane

Sandy. We look forward to finding other ways to support Hanover emergency services in the future.

As SSVT enters its 50th year of delivering vocational technical education to residents of our district, we remain committed to careful planning, coupled with a bold vision to providing the local and regional economy with students excited about learning, committed to hard work, and ready to become responsible citizens.

Respectfully submitted,

Robert P. Heywood

Town Representative
South Shore Regional School District Committee

HANOVER

South Shore Community Action Council, Inc. (SSCAC)
265 South Meadow Road, Plymouth, MA 02360
Patricia Daly, Executive Director
508-747-7575, X211
www.sscac.org

South Shore Community Action Council, Inc. (SSCAC) is an agency that administers various federal, state and private grants that are available for low income and elderly persons.

During the fiscal year of SSCAC, a total of **979 Hanover households** (duplicated) were served from October 1, 2011 – September 30, 2012 through the many programs.

PROGRAMS AVAILABLE

TOTAL HOUSEHOLDS

ENERGY SERVICES:

FUEL ASSISTANCE (FEDERAL)	81	\$55,833
PRIVATE FUNDS FOR FUEL ASSISTANCE	37	\$12,336
DEPARTMENT OF ENERGY WEATHERIZATION (DOEWAP)	2	\$7,904
HEARTWAP (BURNER REPAIR/REPLACEMENT)	10	\$4,498
PRIVATE UTILITY FUNDS FOR WEATHERIZATION AND BURNER REPAIR	6	\$20,861
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) FUNDS FOR WEATHERIZATION	2	\$6,680

OTHER PROGRAMS:

CONSUMER AID	17
FOOD BASKET- FOOD GIFT CARDS	1
HEAD START AND ALL EARLY EDUCATION PROGRAMS	7
SNAP- SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM- FORMALY FOOD STAMPS	4
TRANSPORTATION – INTER-TOWN MEDICAL AND OTHER TRIPS IN LIFT EQUIPPED VANS- TOTAL TRIPS	807
VOLUNTEER INCOME TAX ASSISTANCE (VITA)	5

REPORT OF THE BOARD OF OVERSEERS OF THE STETSON HOUSE

The Board of Overseers holds meetings throughout the year and they are posted at the Town Hall. The Board of Selectmen appoints the Board of Overseers. The Board of Overseers works closely with the Friends of the Stetson House and the Historical Society.

This year all the wooden roofs of the Stetson House were treated for mildew and sealed. The barn was treated for carpenter ants. The entire property was cleared of overgrown shrubs and brush.

A future project, the Board is hoping to request funds from the Community Preservation Committee to accomplish installing a dehumidifier in the Stetson House to help preserve items stored in the house. We are also trying to install a cement foundation around the carriage shed to help preserve the shed.

The Board of Overseers would like to thank the Board of Selectmen, Friends of the Stetson House and the Hanover Historical Society for their support. We would also like to thank all the volunteers for their generous donation of help all year. The Stetson House would not be in such wonderful condition without all the volunteered help received every year.

Respectfully submitted,
Board of Overseers

Richard Flanagan
Roger Leslie
Don Morrison

REPORT OF THE HANOVER VISITING NURSE ASSOCIATION, INC.

The Hanover Visiting Nurse Association, Inc. continues to uphold its founding objective of providing professional home nursing care to the residents of Hanover and to hold regular health maintenance and preventative clinics. Our services are available to all residents regardless of age or circumstance.

The volunteer Board of Management works closely with our Nurse Administrator, Maureen Cooke, RN and our part-time nurses, Nancy Funder, RN and Ellen Lehane, RN to help insure that the medical and welfare concerns of the community are addressed as needed. Board members assisted at Board of Health sponsored flu, pneumonia and tetanus clinics. We also assisted our Nurse Administrator at various blood pressure clinics.

The Hanover Visiting Nurse Association awarded three scholarships to Hanover graduates planning a career in nursing or allied health. Twenty-three Hanover children were awarded camperships to the Summer Park and Recreation Day Camp.

Board members helped with the distribution and delivery of food and gifts to over 100 families at both Thanksgiving and Christmas. Emergency assistance was also provided throughout the year to those in need. We are extremely grateful for the generosity of Hanover residents, businesses, churches, organizations and schools which made possible this assistance.

The Board of Management thanks all those residents who responded so generously to our Fund Drive and to those who made contributions to the Hanover VNA throughout the year. Your support enables us to serve you.

Respectfully submitted,
Nancy Mickunas, PhD., President
Hanover Visiting Nurse Association, Inc.

APPLICATION TO HANOVER TALENT BANK**Thank you for your interest in serving the Town of Hanover!**

Hanover's excellence as a community is due in large part to citizen participation in government and community affairs. The purpose of the Hanover Talent Bank is to register the names, interests and qualifications of Hanover registered voters willing to volunteer to serve their community. Residents who are interested in participating in Town Government are urged to complete this form.

Residents serve as volunteers on a wide variety of town boards, committees, commissions and councils listed below. They are appointed to these organizations by the Selectmen, Moderator, or other appointing authorities as vacancies occur. We encourage you to register by completing this Talent Bank Form, indicating your occupation, background, areas of interest and organizations you would consider serving (page 2). Please return your completed form to the Board of Selectmen as indicated below. General applications will be kept on file for consideration/notification when an opening occurs.

Applicant Information	
Print Name	
Full Address <i>Resident of Hanover?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Number of Years as a Resident:</i>	
Home Telephone #	
Work Telephone #	
Cell #	
Fax #	
Email Address	
Occupation	
Background & Qualifications	
Signature of Applicant	

Boards & Services of Interest

Please Check All that Apply

Please Note: Many Boards require regular attendance at weekday evening meetings, either once or several times a month.

I wish to be notified (if possible) in the event of any vacancy on the selected Boards.

☐ Yes ☐ No

Applicants for a position on a specific committee may expect to be interviewed by the appointing authority.

☐ Advisory Committee

☐ Affordable Housing Trust

☐ Board of Appeals

☐ Board of Assessors

☐ Board of Health

☐ Board of Public Works

☐ Board of Registrars

☐ Board of Selectmen

☐ Bylaw Review Committee

☐ Board of Public Works

☐ Board of Registrars

☐ Community Access and Media Committee

☐ Community Preservation Committee

☐ Conservation Commission

☐ Council on Aging

☐ Cultural Council

☐ Design Review Board

☐ Energy Advisory Committee

☐ Historical Commission

☐ Planning Board

☐ Rte. 53 Joint Study Committee

☐ School Committee

☐ Stetson House Board of Overseers

☐ Trustees of Public Library

☐ Taxation Aid Committee

☐ Other

You may wish to be considered for more than one Board or Committee.

Additional Comments & Information

Attach a letter, resume, or other information you would like considered in review of your application.

Please also note any potential conflicts of interest (i.e. if appointed to serve on the Planning Board, your development projects, interests, land you own, relationship to developers who may come before the Board, etc.)

Return Information

Please Submit this form to the address shown.

Please also send a copy of your application to the applicable Boards you wish to serve on.

Hanover Talent Bank

Selectmen's Office

550 Hanover Street, Suite 29

Hanover, MA 02339

Telephone: (781) 826-5000

Fax: (781) 826-7499

Email: Lorraine.Burgio@hanover-ma.gov

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TOWN OF HANOVER MUNICIPAL SERVICES GUIDE

	Main Number 781-826-5000	Extension
BOARD OF SELECTMEN AND TOWN MANAGER OFFICES		
Board of Selectmen	Alcohol, Common Victualler and Auto Dealer Licenses; Personnel and Compliance Issues	x 1033
Town Manager	General Administration	x 1031
COMMUNITY SERVICES DEPARTMENT		
Board of Appeals	Zoning Appeals; Special Permits; Variances	x 1026
Board of Health	Perc. Tests/Observation Holes; Septic Permits/Title V; Food Service; Tobacco	x 1024
Building Commissioner	Building, Gas, Plumbing & Wiring Permits; Code, Sign & Zoning Enforcement	x 1007
Conservation Agent	Conservation Land Management; Review Project Proposals w/in 100 ft. Wetlands	x 1019
Council on Aging	Senior Activities; Information; Transportation	924-1913 924-1921
John Curtis Public Library	General Information Number	826-2972
Passport Office	Issuance	x 1006
Planning Board	Land Use; Planning; Zoning	x 1026
DEPARTMENT OF PUBLIC WORKS		
Administrative Offices	Highways; Public Grounds; Snow & Ice Removal; Water; Emergencies	826-3189
Cemeteries	Cemeteries; Transfer Station Information	826-5574
Facilities Engineer	School and Town Building Management	826-3189
Parks & Recreation	Recreation Programs	878-6361 826-7529
FIRE DEPARTMENT		
Fire Department	Non-Emergency Number; Emergency Management; Disaster Preparedness & Recovery	826-3151
Fire Permits	Burn Permits	826-7850
MUNICIPAL FINANCE DEPARTMENT		
Assessor	Assessments; Exemptions; General Valuations (Real Estate, Motor Vehicle, Personal Property, Boat)	x 1003
Collector/Treasurer	Collection of Taxes & Fees; Bond Issues; Town & School Payrolls	x 1013
Finance Director	Accounting; Budgeting; Procurement	x 1000
Registrar	Elections; Town Census; Voter Registration	x 1028
Town Clerk	Birth/Death/Marriage Certificates; Dog/Fishing/Hunting Licenses	x 1011
Veteran's Agent	Veterans' Information; Referrals & Benefits	x 1038
Visiting Nurse	Nursing Services; Blood Pressure Clinics; Diabetic Testing; Flu Clinics	x 1039
POLICE DEPARTMENT		
Animal Control	Dog Officer; Animal Control Officer; Inspector of Animals	x 1022
Emergency Communications Center	Non-Emergency Number	826-2335
Police	Non-Emergency Number	826-3231
SCHOOL DEPARTMENT		
Administrative & Superintendent's Offices	Salmond School	878-0786
	Cedar School	878-7228
	Center School	826-2631
	High School	878-5450
	Middle School	871-1122
	Sylvester School	826-3844
OTHER		
Hanover Police Boy's Club		826-4869
So. Shore. Vo. Tec.	Regional Vocational Technical High School Administration	878-8822
Stetson House	Tours; Historical Information	871-3676
AMBULANCE - FIRE - POLICE EMERGENCY		911